



**CITY OF NOVI CITY COUNCIL
JANUARY 27, 2025**

SUBJECT: Consideration of contracts for as-needed Supplemental Building and Trade Inspections, Plan Review services with Carlisle Wortman and McKenna, and to amend the fee schedule.

SUBMITTING DEPARTMENT: Community Development

KEY HIGHLIGHTS:

- Services supplement existing staff for vacancies and absences
- Key to maintaining Customer Service
- Supports Economic Development with timely, efficient services

FINANCIAL IMPACT

	FY 24/25	FY 25/26	FY 26/27	Total
EXPENDITURE REQUIRED	\$95,000	\$ 98,000	\$ 98,000	\$ 291,000
BUDGET				
General Fund				
1. 101-371.00-816.007	\$92,000	\$92,000	\$92,000	\$ 184,000
APPROPRIATION REQUIRED	\$3,000	\$6,000	\$6,000	\$ 15,000
FUND BALANCE IMPACT	\$0*	\$0*	\$0*	\$ 0
<ul style="list-style-type: none"> • *Amended fee schedule projected to offset costs 				

BACKGROUND INFORMATION:

In addition to Code Compliance and Planning functions the Community Development Department reviews plans for and inspects all new and altered structures for compliance with the State of Michigan construction codes. These efforts support safe and high-quality Economic Development. While always critical for the success of the investments, the current employment market conditions are particularly challenging and maintaining a high level of service is very important. The acute shortage of qualified craftsmen and supervision in the construction and

development market challenges not only those contracting construction buildings but also puts us in competition with them for qualified staff. This situation is particularly acute with Commercial Plan Review where current volume does not currently justify filling the full-time position.

While the interests of the residents and businesses are best served by a dedicated staff of qualified City employees there are times when additional resources are appropriate. This would include periods of vacation or medical absence of City staff as well as increased need for services.

In the case of the trade inspections (plumbing, mechanical and electrical) and commercial plan review, the current workload requires more than the current single full-time inspector but does not consistently justify a 2nd full time position with the associated costs and liabilities. In this situation the first and most economical solution is either overtime for existing staff or tap into our small team of available part time employees. Where these resources are not available, the previous contracts with Carlisle Wortman (formerly CES) and McKenna have provided the needed resources.

An RFP was issued on December 2, 2024, with proposals due January 8, 2025. The proposals received were evaluated and based on the qualifications and pricing. Staff recommends entering into a contract with both parties with the intent of utilizing the services of Carlisle Wortman and McKenna for supplementary Plan Review services and Building and Trade Inspections.

This request also includes consideration of resolution to amend the current Community Development Fee Schedule increasing the cost of individual inspections from \$45.00 to \$50.00 effective March 1, 2025, to offset these increased contract costs as well as other increased expenses realized since the previous October 2023 adjustment. This increase is expected to equal approximately \$25,000 in additional full year revenue at current permit and inspection volumes.

RECOMMENDED ACTION: Consideration of contracts for as-needed Supplemental Building and Trade Inspections, Plan Review services with Carlisle Wortman and McKenna, and to amend the fee schedule.



CITY OF NOVI

SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS

VENDOR QUESTIONNAIRE

Failure to answer all questions could result in rejection of your proposal. Please attach additional sheets if necessary.

Name of Firm: Carlisle Wortman Associates, Inc.

Address: 117 N. 1st Street Suite 70

City, State Zip Ann Arbor, MI 48104

Telephone (734) 662-2200

Fax (734) 662-1935

Mobile (734) 585-6900

Agent's Name Michael Radzik

Agent's Title Operations Manager

Email Address: mradzik@cwaplan.com

Website <https://www.cwaplan.com>

1. Organizational structure: Corporation
2. Firm established: 1984
3. Has your firm filed for Chapter 7 or Chapter 11 within the last ten (10) years?
No
4. Under what other or former names has your organization operated?
Code Enforcement Services, Inc
5. How many full time employees? 40 Part time? 25
6. How many years has your company been providing inspection and plan review services? 29 years
7. How many clients does your company currently serve with the type of services described?
Approximately 35.

8. Please provide a complete description of the services you will provide for the City.
CWA will provide complete construction code plan review services for all types of construction projects. We will verify code compliance with all applicable State of Michigan construction codes. We will also be available anytime to provide expert code consultation and code interpretation advice.

We will also provide building, mechanical, electrical, and plumbing inspectors on a regularly scheduled or "as-needed" basis to perform permit inspections, record inspection results, and provide code consultation as required.

9. What are the qualifications of your staff and/or consultants that will be doing the inspections? Include all applicable registrations and certifications. Attach additional sheets if necessary.

All plan reviewers and inspectors are properly trained, experienced and registered in their specific disciplines with the State of Michigan, Bureau of Construction Codes. Copies of individual state registrations for staff assigned to assist the City of Novi shall be provided upon acceptance of this proposal.

10. What are your billing procedures?

CWA invoices clients by mid-month on a monthly basis for work performed the previous month. Payment is expected within 30 days of receipt. We are understanding and flexible with municipal expense approval processes and ask to be kept informed as necessary.

11. Additional information / Points not covered. Attach additional sheets if necessary.

None.

12. References: Provide at least three (3) client references. Include name address, phone, contact person and briefly describe scope of services.

Company: City of Troy

Address: 500 W. Big Beaver Rd Troy, Michigan 48084

Phone: 248-524-3352 Contact name: Salim Huerta

Scope of services: Commercial construction plan review and fill-in inspections.

Company: City of Ann Arbor _____

Address: 301 E. Huron St. Ann Arbor, MI 48104 _____

Phone: 734-417-9090 _____ Contact name: Mike Lemieux _____

Scope of services: Construction plan review and trade inspections. _____

Company: Pittsfield Township _____

Address: 6201 W. Michigan Ave. Ann Arbor, MI, 48108-9721 _____

Phone: 734-822-3129 _____ Contact name: Chris Svihra _____

Scope of services: Construction plan review. _____

13. Can you meet the City's insurance requirements? **Yes X** _____ No _____

14. Please provide a copy of your inspection checklists.

Yes _____ **No X** _____

Inspectors do not use checklists; we use ICC checklists only when necessary.

15. Our fee proposal is included in a separate sealed envelope.

Yes X _____ No _____

16. Claims & Suits: Does your firm have any litigation pending or outstanding against your organization or its officers? If yes, please provide details.

No X _____ Yes _____

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS.

Signature of Authorized Company Representative:  _____

Representative's Name (please print): Michael Radzik – Operations Manager

Date: January 7, 2025



**SUPPLEMENTARY BUILDING & TRADE
INSPECTION AND PLAN REVIEW SERVICES**

January 7, 2025

PREPARED FOR

CITY OF NOVI

CARLISLE WORTMAN ASSOCIATES, INC

117 N. FIRST STREET, SUITE 70

ANN ARBOR, MI 48104

(734) 662-2200

<https://cwaplan.com>

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WELCOME TO CARLISLE | WORTMAN ASSOCIATES, INC

Carlisle|Wortman Associates (CWA) is a municipal services consulting firm doing business exclusively in the State of Michigan. We are a Michigan corporation headquartered at 117 N. First St., Suite 70, in downtown Ann Arbor, MI 48104. The firm's principal officers are President Benjamin Carlisle, Vice President John Enos, principals R. Donald Wortman, Doug Lewan, Dave Scurto, Sally Elmiger, Craig Strong, Paul Montagno, Laura Kreps, Brent Strong, and Senior Principal Richard Carlisle.

CWA has been providing high quality planning and zoning services for more than 40 years, and construction code services for nearly 30 years. You may have been familiar with our former division known as Code Enforcement Services established in 1996. We're centrally located in Ann Arbor convenient to clients in Southeast and Mid-Michigan. Since initially specializing in plan review, our Construction Code Services division has expanded to include construction code consultation, permit fee studies, building department administration and performance auditing, building, trade and property maintenance inspections, rental housing certification and point-of-sale inspections to our growing menu of professional services.

Construction plan review services are performed at our main office in downtown Ann Arbor, Michigan. However, most of our employees are embedded at the municipal offices we serve on an ongoing or on-demand basis. When you partner with Carlisle Wortman Associates, you never need to be concerned about potential conflicts of interest. By choice, we *only* work for the benefit of municipal clients. It is our firm's distinct honor and privilege to assist local, county, and regional government entities in their quest to provide equitable, efficient, and cost-effective public services to their residents and businesses.

Thank you for taking time to learn about our growing menu of professional municipal services. CWA helps bridge the gap many cities face with ever-changing workload demands during the ups and downs of economic business cycles and surges in development activity. Whether you're looking for expert help to provide basic government services or have a unique special need or project, don't hesitate to contact us to explore how we can help!

QUALIFICATIONS AND EXPERIENCE

Our Construction Code Services division provides dependable construction plan review and inspection services, as well as expert consultation on complicated construction code and administrative issues. We provide code consultation, training, and qualified personnel to review construction plans as needed in a timely and professional manner.

Our experienced and certified plan reviewers are called upon to:

- Evaluate plans quickly and thoroughly (more than 8,000 individual plans reviewed in the last five years alone)
- Clear up municipal backlogs due to staffing issues
- Handle unique and large-scale commercial projects on deadline
- Provide consultation services that instill *confidence* in your code interpretations and enforcement decisions
- Deal directly with design professionals to resolve code compliance issues in an atmosphere of mutual respect
- Avoid conflicts of interest through guaranteed objective and consistent services *only* for municipal clients

The CWA Construction Code Services division has extensive experience performing complex plan reviews for large projects. A few recent examples of such projects include:

- Clinton County, St/ John's Food Plant
 - 3 bldg manufacturing complex
 - 352,000 sf cheese plant (F/S/B occupancies)
 - Waste water treatment plan
- City of Ann Arbor, Autograph High Rise: The Glen
 - Single bldg mixed occupancy high rise
 - 7-story hotel/2-story conference center/4-story underground parking garage
- Huron Township, Amazon DTW3 Warehouse
 - 750,000 sf/ included hydrogen storage & refueling (hazardous materials)
- York Township, Toyota Regional R&D Headquarters
 - Multiple bldgs. Over several years
- Ann Arbor Township, KLA Headquarters
 - 3 bldgs/R&D development complex
 - High-rise admin bldg/5-story computer modeled egress & atrium smoke control

Our Capacity to Service the City of Novi

CWA currently serves a wide variety of local municipalities both large and small and we stand ready to proudly serve the City of Novi. Our plan review clients include larger cities like Ann Arbor, Troy, and Novi; medium size communities such as Pittsfield, Orion, Northville, and Plymouth townships, as well as smaller communities including Huron Township, Riverview, Southgate, Howell, Plymouth, and the Village of Clarkston.

Building officials and elected leaders of communities representing more than 535,000 residents have trusted the experienced professionals at Carlisle Wortman Associates to safeguard the safety of their constituents, business owners, and visitors for many years.

The Construction Code division of CWA currently employs sixteen (16) full-time professionals providing plan review, inspection, and administrative services to municipal clients in Southeast Michigan. In addition, we have approximately twenty-five (25) part-time employees engaged in plan review and inspection services on an as-needed basis. We are structured and managed to be flexible and consistent to meet our client's needs.

Plan Review Staff Assignments

To service the City of Novi, we will assign our core plan review staff who are widely recognized as experts in the field of construction code plan review:



Craig Strong, Principal brings 34 years' experience in construction, inspection, plan review, and municipal building official duties to work on your plan reviews.



Larry Pickel, Chief Plan Reviewer is a licensed architect and building official with 45 years' experience in construction plan review, instruction, and code conflict resolution skills.



Vernon Pappas, Lead MEP Plan Reviewer brings 50 years' experience in construction, inspection, municipal plan review, and code instruction.

Brent Strong is a registered building plan reviewer, inspector, and building official with more than 10 years' experience.

Doug Weaver is a registered electrical plan reviewer and inspector with 18 years' experience.

Scott Glowinski is a registered mechanical and plumbing plan reviewer and inspector with many years of experience with construction plan review and inspections.

Inspection Staff Assignments

To service the City of Novi, we will assign experienced inspection staff to act as the go-to professionals to meet the city's performance standards in a timely manner on an as-needed basis.

CWA employs a wide variety of full and part-time inspectors in all areas of permit inspection that may be called upon to service the City of Novi as supplementary inspectors when the need arises.

Specific inspectors to be assigned to service the City of Novi's needs will be selected dependent upon the timing and duration of assignments based on availability. Copies of state registration documentation for each inspector shall be provided in advance for review and approval by the city's building official.

Continuity and Management of Staff Assignments

Our field inspection staff assigned to work in the City of Novi will be supervised by **Brent Strong**, the firm's **Construction Code Division Director/Principal**. Brent has vast experience as a building official, plan reviewer, inspector, and municipal building department manager. He will be responsible for monitoring the work of our inspectors and will communicate with the City of Novi's building official on a regular basis to evaluate our performance. We will maintain consistent staffing assignments for continuity for both the city and its customers and will immediately troubleshoot any concerns that may arise.

CWA's **Operations Manager** is responsible to monitor contract performance and act as a liaison between our firm and our client. **Michael Radzik** has the benefit of 40 years of government experience, including 19 years as Community Standards Director overseeing building, planning, and code enforcement operations for the Charter Township of Ypsilanti.

As you can see, plan review and inspection services provided to the City of Novi will be supported by managers in the field and in the office, all-inclusive as part of a contractual relationship for plan review and inspection services.

WORK PLAN SPECIFICATIONS

Plan Review Services

Plan review services for both Building and MEP disciplines will be performed within the time frames shown below upon receipt of all necessary documentation for all categories including residential, multiple family, new commercial, commercial alteration, and any other reviews:

Completion of First Review	Completion of Revisions
Within 7 working days	Within 3 working days

As previously mentioned, our firm is staffed and ready to provide a full range of plan review services for building, mechanical, electrical, plumbing, and fire code.

CWA has developed a standardized plan review report format that includes all necessary elements in an easy-to-comprehend manner for design professionals. Randomly selected examples of both a commercial and a residential plan review are enclosed for reference.

CWA regularly performs internal peer reviews of plans after initial review is completed and prior to submittal. We do so in an effort to maintain the highest quality standards demanded by the City of Novi of its professional consultants.

Our plan reviewers are adept at bifurcating projects into phased approvals including foundation-only, shell, and build-out in order to expedite timelines for completion.

CWA utilizes Bluebeam plan review software with revision tracking and full documentation. Plans and review reports are transmitted in digital format by email or file download applications, or manually on hardcopy paper when requested.

CWA maintains a detailed digital project tracking program that may be accessed at any time by the City of Novi staff to monitor the progress and status of plan reviews, and ready access to our administrative staff responsible for project tracking from submission to completion.

Inspection Services

Inspection services for both Building and MEP disciplines will be performed within agreed upon time frames on an as-needed basis.

Our firm employs more than adequate full-time and part-time inspection staff in all areas of construction to be able to service the City of Novi's needs on an as-needed basis. Inspection requests will be submitted and coordinated through our division director, Brent Strong, or through alternate arrangements directly with the inspectors assigned to the city. Inspections can normally be accommodated same day or next day in most cases within the parameters of the RFP.

Our inspectors are fluent with the use of BS&A and other recordkeeping software and are capable of recording inspection results on city-owned tablet computers in the field or manually pursuant to alternate arrangements to the city's satisfaction.

Inspection results will be recorded and fully explained to ensure the permit applicant has adequate information in order to correct deficiencies. City administrative staff will be fully informed and knowledgeable to communicate results and expectations.

Other Services

Attendance at pre-construction meetings, internal coordination meetings, and enforcement/court hearings will be accommodated at the rates specified.

Miscellaneous Qualifications

Our plan review and inspection staff have a proven history of cooperatively working well with local departments and agencies and will act in accordance with direction given by the City of Novi's building official in a professional, effective, and efficient manner.

PROJECT APPROACH

CWA fully understands the limited nature of the requested services to provide plan reviews and inspections on an as-needed basis for an undetermined period of time as the city seeks to cover scheduled and unexpected employee absences.

We understand that the quantity and frequency of requested services may fluctuate during the contract period depending upon workload demands. Our firm stands ready to provide plan review and inspection services in whatever capacity is needed over time. Our goal is to become the Building Department's trusted and dependable partner and to earn your trust and confidence.

We have enclosed sample plan review documents using our proprietary report template customized through experience over many years.

In addition, we have enclosed a listing of sample construction projects of varying categories that we have successfully completed for other local municipalities. Building Officials in communities large and small representing well over *half-a-million people* have chosen to trust our firm to help them with the critical work of reviewing construction plans to help protect the health, safety and welfare of their citizens and business communities.

We stand ready to earn the City of Novi's trust as well.

REFERENCES

CWA offers the following professional references from jurisdictions both larger and smaller than the City of Novi, and we encourage the city to reach out and explore their opinions and experiences with our firm.

Our list of municipal Building Department clients includes:

Municipality	Building Official	Phone Number	Jul 2023 Population SEMCOG Estimate
City of Ann Arbor	Mike Lemieux	(734) 417-9090	121,653
City of Troy	Salim Huerta	(248) 524-3352	88,051
City of Ypsilanti	Jerry Dunham	(734) 483-1100	20,648
Pittsfield Township	Chris Svihra	(734) 822-3129	39,308

PRICING ALTERNATIVES

Carlisle Wortman Associates encourage the City of Novi to evaluate the benefits of our chosen pricing methods. Our firm is open to negotiating a mutually agreeable fee schedule individually for each type of service.

Construction plan review services are priced based on an hourly rate reflecting actual work effort.

This proposal includes a pricing option for inspections based on a per-inspection rate, as opposed to an hourly rate as specified in the RFP.

We strongly recommend that the City of Novi evaluate this pricing option, which is open to be negotiated to mutual satisfaction. This pricing model provides the City of Novi with the ability to accurately predict and budget its contracted inspection costs per permit, as compared to an hourly pricing scheme that necessarily comes with unpredictable time fluctuations and cost uncertainty associated with the bottom-line inspection cost per permit.

By charging a flat fee per inspection, our clients can easily and accurately align their municipal fee schedule to guarantee total cost recovery for permit inspections.

VALUE ADDED SERVICES AVAILABLE

CWA offers the following value-added services that are available to the City of Novi upon request.

Permit Fee Studies

Our firm will conduct a study to evaluate the City of Novi's permit fee schedule in comparison to other similarly situated municipalities, including a building permit fee calculation based upon the International Code Council's construction valuation formula. We will examine permit revenue, Building Department expenses and staffing levels, and make recommendations accordingly.

Building Department Performance Audits

Our firm will audit the Building Department to evaluate the performance and effectiveness of the department. The audit will include the status of permits issued that have expired without resolution with recommendations for improvement, as well as administrative staffing efficiencies.

Expired Permit Management

Our firm will catalogue expired building and trade permits and implement a path forward to resolve each one in accordance with state construction code requirements. The work will include formal and informal communication with permit applicants, contractors, and property owners to determine and document the status of permitted work and achieve final inspection approval.

Dangerous Building Abatement

Our firm will work with the Building Officials and city attorneys to document code violations at dangerous buildings and forge a path forward to abatement in the form of code compliance or demolition.

Rental Housing & Vacant Building Certification

Our firm will work with city representatives to craft or improve rental housing and/or vacant building ordinances and implement or improve programs to successfully certify structures for occupancy, or to achieve safe and attractive prolonged vacancy.

MUNICIPAL BUILDING DEPARTMENT CLIENTS

PLAN REVIEW CLIENTS

- City of Ann Arbor
- Ann Arbor Township
- Ash Township
- City of Village of Clarkston
- Clinton County
- Cooper Township
- City of East Lansing
- City of Eaton Rapids
- Grand Haven Township
- Green Oak Township
- City of Howell
- Huron Township
- Independence Township
- Meridian Township
- Northfield Township
- Northville Township
- City of Novi
- Orion Township
- Pittsfield Township
- City of Plymouth
- Plymouth Township
- City of Riverview
- Rose Township
- City of Saline
- City of Southgate
- Southwest MI Bldg Authority
- City of Troy
- Texas Township

PLAN REVIEW CLIENTS

- University of Michigan
- City of Woodhaven
- York Township
- City of Ypsilanti
- Ypsilanti Township

INSPECTION CLIENTS

- City of Ann Arbor
- Bloomfield Township
- City of Village of Clarkston
- Huron Township
- City of Novi
- Pittsfield Township
- City of Plymouth
- City of Riverview
- Rose Township
- City of Saline
- Scio Township
- City of Ypsilanti
- Ypsilanti Township

SPECIAL PROJECT CLIENTS

- City of Berkley
- City of Eastpointe
- Grand Traverse County
- Independence Township
- City of Howell
- Village of Manchester
- City of Saline
- Sumpter Township

BUILDING

ADMINISTRATION CLIENTS

- City of Village of Clarkston
- City of Northville
- City of Plymouth
- City of Riverview
- City of Southgate
- Rose Township

RENTAL HOUSING

INSPECTION CLIENTS

- City of Milan
- City of Riverview
- City of Saline
- City of Southgate

BRENT STRONG, DIRECTOR CONSTRUCTION CODE DIVISION, has worked in the construction field for 22 years. For the past 5 years he has served as the Chief Building Official for the City of Northville and the City of Plymouth managing building department processes and enforcing state and local codes. He is also a veteran, serving 8 years in the Michigan Army National Guard as commissioned Officer. He is a current board member of the Huron Valley Association of Code Officials.



EDUCATION/CERTIFICATIONS

BS, Bachelor of Science | Eastern Michigan University

Graduate | Military Police Officer Basic Academy

State Licensed Building Official | Building Inspector | Plan Reviewer

EXPERIENCE

Director – Construction Code Division
2024-Present

Chief Building Official, Code Enforcement Services
2015 - 2024

Owner/President, Strong Family Builders LLC
2011 – 2015

Operations Coordinator, United Solar Ovonics
2008 – 2011

Superintendent/Project Manager, Strong Builders LLC
2002 - 2008



CRAIG STRONG, DIRECTOR OF CODE ENFORCEMENT SERVICES has been in the construction field for 35 years. He served 10 of those years as the City of Milan, Michigan Building/Zoning Official responsible for plan reviews and construction inspections. Mr. Strong's vast experience in the field and of current construction codes allows him to provide quality service to communities seeking professional assistance in code enforcement areas. He holds current State of Michigan registration as a Building Official, Construction Plan Reviewer and Building Inspector.

EDUCATION

Criminal Justice Studies | Washtenaw Community College

Police Officer State Certification | Detroit Police Academy

Continuing Education Courses | State of Michigan approved Public Act 54 construction-related courses. (72 hours of training required every three-year cycle) to maintain state certification as Building Official/Building Inspector.

EXPERIENCE

Plan Reviewer, Carlisle Wortman Associates, Inc.
2024-Present

Director of Code Enforcement Services, Carlisle | Wortman Associates, Inc.
Ann Arbor, MI, 2012 – 2024

Self-Employed Commercial/Residential Building Contractor and
Construction Consultant, Strong Builders, LLC.
2001 – 2012

Building, Zoning Official, City of Milan, Michigan
1991 – 2001

Residential Building Contractor, Strong Building, Inc.
1985 - 1991

Washtenaw County Sheriff/US Army
1975 - 1985

LARRY PICKEL, CHIEF PLAN REVIEWER/CODE CONSULTANT has been involved in the construction industry for nearly 50 years in a variety of capacities. He is a licensed architect, registered in the State of Michigan, and a registered building official and plan reviewer. Larry retired from the City of Ann Arbor in 2004 after nearly 26 years there. He was a plan examiner for 18 years before being promoted to Building Department Director in 1996. A graduate of the University of Michigan with a master's degree in architecture, he has also had architectural experience with several firms prior to his career with the City. He has taught numerous classes to construction industry professionals since 1990, including architects, builders, and government officials. He has also worked as a program manager for continuing education classes in the areas of business, construction and professional development with Washtenaw Community College in Ann Arbor, Michigan.

EDUCATION

MA, Architecture | University of Michigan

BA, Architecture | University of Michigan

Continuing Education Courses | State of Michigan approved Public Act 54 construction-related courses. (72 hours of training required every three-year cycle) to maintain state certification as Building Official/Building Inspector.

EXPERIENCE

Plan Reviewer/Code Consultant, Code Enforcement Services Inc.
2014 – Present

Program Manager, Washtenaw Community College
2005 – 2013

Director/Building Official, City of Ann Arbor Building Department,
Michigan
1996 – 2004

Plan Reviewer, City of Ann Arbor, Michigan
1978 – 1996

Architect, Fry/Peters Associates
1976 – 1978

Architect, James P. Wong & Associates
1974-1976

Architect, Daverman Associates
1973-1974



CERTIFICATIONS

Registered Architect, State of Michigan No. 1301024152

Registered Plan Reviewer, State of Michigan No. 386

Huron Valley Association of Code Officials Member/Past President

PROFESSIONAL TRAINING EXPERIENCE

Part Time Instructor
Washtenaw Community College

Guest Lecturer
University of Michigan College of Architecture Building Code Issues

Guest Lecturer
A.I.A.Huron Valley Chapter of Ann Arbor
Building Code Issues

Guest Instructor (1994 &1995)
Michigan Dept of State Police
State Certified Fire Inspector
School

Lifetime Instructor (No. 121) for
Continuing Education Programs
by State of Michigan



MICHAEL RADZIK, OPERATIONS MANAGER applies more than 40 years' experience in local government and law enforcement to offer solutions to today's municipal challenges. As Office of Community Standards Director for the Charter Township of Ypsilanti, Mike managed the Building, Planning, and Code Enforcement departments and executed organizational restructuring to improve service delivery. Mike has deep experience developing and managing programs that improve neighborhoods, from rental housing and vacant structure certification to blight and public nuisance abatement. Mike previously served in law enforcement as a First Lieutenant and SWAT Commander with the Washtenaw County Sheriff's Office, and as Police Services Administrator for Ypsilanti Township. Mike enjoys working with local officials to improve the quality of life for communities and advocates for interdisciplinary teamwork to solve and prevent predictable code enforcement issues.

EDUCATION

Political Science/Journalism/Criminal Justice Studies | Eastern Michigan University

Community Policing Studies | School of Criminal Justice/Michigan State University

Community Policing Management Studies | Criminal Justice Management Institute

Michigan Police Officer State Certification | Detroit Metropolitan Police Academy

EXPERIENCE

Administrative Manager of Code Enforcement Services | Carlisle | Wortman Associates, Inc.
Ann Arbor, MI, 2021 – Present

Police Services Administrator | Charter Township of Ypsilanti
Ypsilanti, MI, 2002-2008

Office of Community Standards Director & Police Administrator | Charter Township of Ypsilanti
Ypsilanti, MI, 2008-2021

First Lieutenant | Washtenaw County Sheriff's Office
Ann Arbor, MI, 1981-2002

Police Academy Instructor | Washtenaw Community College
Ann Arbor, MI 1989-2000

Police Officer/Detective | Pittsfield Township Police Department
Ann Arbor, MI, 1984-1985

VERNON PAPPAS, PLAN REVIEWER holds certifications as a State of Michigan Plan Reviewer/Mechanical Inspector & Building Official. He has been in the construction field for 49 years. He also holds a State of Michigan Mechanical Contractors license since 1972. He received his State Inspector/Plan Reviewer Certification in 2002. He served his last 10 years as a plan reviewer and mechanical inspector for the City of Ann Arbor prior to retiring from the City and starting work for CES in 2015.



EDUCATION

Macomb County Community College

Continuing Education Courses | State of Michigan approved Public Act 54 construction-related courses. (72 hours of training required every three-year cycle) to maintain state certification as Building Official/Building Inspector.

EXPERIENCE

Plan Reviewer/Mechanical Inspector (remotely reviewing plans from Florida), Code Enforcement Services
2017 - Present

Plan Reviewer/Mechanical Inspector, Code Enforcement Services
2015 - 2017

Mechanical Inspector/Plan Reviewer, City of Ann Arbor, Michigan
2006 - 2015

Part Time Inspector, City of Walled Lake & City of Royal Oak, Michigan
2002 - 2006

Pappas Heating and A/C
1972 - Present

CERTIFICATIONS

Served as President of Metropolitan Mechanical Inspectors Assn. 2008-2010

Served as Treasurer of Metropolitan Mechanical Inspectors Assn. 2010-2011

Served as President of Southeastern Michigan Mechanical Inspectors Assn. 2014-2016

PROFESSIONAL TRAINING EXPERIENCE

Lifetime Instructor for Continuing Education Programs by State of Michigan



CODE ENFORCEMENT SERVICES – PLAN REVIEW



Mixed occupancy re-development
(R-2 / A-2)



Recreational Building
(A-3)



3 Building Food Processing Complex
(F-2 / S-2 / H-3 / B) (352,000 sq. ft.)



19 Story High Rise
(R-2 / A-3 / B / S-2)



Intramural Sports Building
(A-3)



Atium Special
Occupancy



3 Building Research & Development Complex
(High rise, Hazardous Materials)
(B / S-2 / A-3)



Historic theater redevelopment
(A-1)



Multi-building
Retirement
Complex
(H-1 / R-2 / A-3)



750,000 sq. ft. Distribution Center
(S-1 / A-2 / B)



St. John's - Plymouth Township



VOLUME 1 OF 2

VIC VILLAGE SOUTH
1116 S. UNIVERSITY AVENUE
ANN ARBOR, MI

HOBBS + BLACK PROJECT #: 17-000

BUILDING PERMIT SET

12/17/2021

OWNER / DEVELOPER

SOUTH UNIVERSITY - SOUTH, LLC
 30100 TELEGRAPH ROAD
 SUITE 220
 BINGHAM FARMS, MICHIGAN 48025

PHONE: (248) 841-2500
 FAX: (248) 841-1530

STRUCTURAL ENGINEER

EHLERT BRYAN
 8609 WESTWOOD CENTER DR.
 SUITE 800
 TYSONS, VIRGINIA 22182

PHONE: (703) 527-4932
 FAX: (703) 596-2051

CONSTRUCTION MANAGER

THE CHRISTMAN COMPANY
 3011 WEST GRAND BOULEVARD
 SUITE 2600
 DETROIT, MICHIGAN 48202

PHONE: (313) 408-5000
 FAX: (313) 408-6055

MECHANICAL / ELECTRICAL ENGINEER

MA ENGINEERING
 180 HIGH OAK STREET
 BLOOMFIELD HILLS, MICHIGAN 48009

PHONE: (248) 288-1850
 FAX: (248) 286-1526

ARCHITECT

HOBBS + BLACK ASSOCIATES, INC.
 100 N. STATE STREET
 ANN ARBOR, MICHIGAN 48104

PHONE: (734) 835-4304
 FAX: (734) 835-1110

INTERIOR DESIGNER

HOBBS + BLACK ASSOCIATES, INC.
 100 N. STATE STREET
 ANN ARBOR, MICHIGAN 48104

PHONE: (734) 835-4304
 FAX: (734) 835-1110

CIVIL ENGINEER / LANDSCAPE ARCHITECT

MIDWESTERN CONSULTING, LLC
 3815 PLAZA DRIVE
 ANN ARBOR, MICHIGAN 48108

PHONE: (734) 915-0200
 FAX: (734) 915-0200

LOW VOLTAGE

SYNERGY FIBER
 3131 S. STATE STREET
 ANN ARBOR, MICHIGAN 48108

PHONE: (734) 232-6060

DATE: 12/17/2021
 PROJECT: VIC VILLAGE SOUTH
 SHEET: 17-000
 DRAWN BY: J.S.V.
 CHECKED BY:

HOBBS + BLACK
ARCHITECTS
 100 N. STATE STREET
 ANN ARBOR, MI 48104
 www.hobbsblack.com

VIC VILLAGE SOUTH
 1116 S. UNIVERSITY AVENUE
 ANN ARBOR, MI 48104

PROJECT



COVER SHEET

SHEET TITLE

17-000

PROJECT NUMBER

03-0000

HOBBS + BLACK ASSOCIATES, INC.
 100 N. STATE STREET
 ANN ARBOR, MI 48104







→ *Louisiana State Journal*



Wacker Chemical

WACKER

Innovation Center + Regional HQ

Bids / Permits

07/01/2020

HED

2018-03887-000

KIRCO KIRCO MANIX



Joseph P. Linn
2018

BF

HIGH - RISE BUILDINGS (Section 403: 15MBC)

□ CONSTRUCTION 403.2

BUILDING HEIGHT + 420 :

- Construction type based on Ch. 5
- No construction type reductions
- Enhanced stair / elevator enclosure (All buildings +420 ft.) (403.2.3 & 4)
- + Applicable requirements below 420 ft.



BUILDING HEIGHT UP TO 420:

- Construction type based on Ch. 5
- Sprinkler valve each floor (403.2.1)
- Type IA to IB reduction (403.2.1.1)
- Type IB to IIA reduction (403.2.1.1) (All but M / F-1 / S-1)
- Shaft reductions (403.2.1.2)
- Enhanced stair / elevator enclosure (Risks III & IV) (403.2.3 & 4)

□ SPRINKLER SYSTEM 403.3

BUILDING HEIGHT +420 :

- 2 Risers / Sprinkler Zones (403.3.1)
- Risers in Exit Stairways (403.3.1.1)
- Fire Pumps – 2 water mains (403.3.2)
- + Applicable requirements below 420 ft.



BUILDING HEIGHT UP TO 420:

- NFPA 13 system (403.3 / 903.3.1.1)
- Seismic C-D-E-F 2nd water supply (403.3.3)
- Fire Pump rooms (403.3.4 / 913.2.1)

□ EMERGENCY SYSTEMS 403.4

- Automatic Detection (403.4.1)
- Fire Alarm (403.4.2)
- Standpipe System (403.4.3)
- Emergency Voice Alarm / Communication (403.4.4)
- Emergency Responder Radio Coverage (403.4.5)
- Fire Command Center (403.4.6)
- Smoke Removal Method (403.4.7)
- Standby & Emergency Power (403.4.8)

REQUIRED EMERGENCY SYSTEMS
See Diagram 403.4.1

□ MEANS OF EGRESS 403.5

BUILDING HEIGHT +420 :

- Min. # Exits (1006)
- + 1 Additional Exit (403.5.2) ⊗ R-2 ⊗ 3008
- Min. 2 exits separated per/ 403.5.1
- + Applicable requirements below 420 ft.



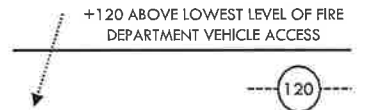
BUILDING HEIGHT UP TO 420:

- Min. # Exits (1006)
- Separated min. 30 ft. or ¼ max. diagonal (403.5.1)
- Stairway doors permitted locked (403.5.3)
- Locked stair communication system (403.5.3.1) (Every 5th floor)
- Smokeproof enclosure all stairs (403.5.4) (909.20) + (1023.10)
- Stairs 2-hour enclosure (1023.2)
- Luminous path markings (403.5.5) +75 ft. floor height (A, B, E, I, M, R-1)

□ ELEVATORS 403.6

OVER 120 ABOVE LOWEST LEVEL OF FIRE DEPT. VEHICLE ACCESS:

- 2 Fire service elevators (3007)
- Each elevator 3500# capacity
- Additional requirements MBC 3007
- Elevator Lobby :
- Lobby at each floor (3007.6)
- Direct access to an exit stair (3007.6.1)
- + Applicable requirements below 120 ft.



BUILDINGS UP TO 120 ABOVE LOWEST LEVEL OF FIRE ACCESS:

- Fire service elevator (3002.4) (4 or more stories above grade plane)
- Accessible means of egress elevator (1009.2.1)
- Elevator lobbies (713.14.1) (4 or more stories above LE discharge)

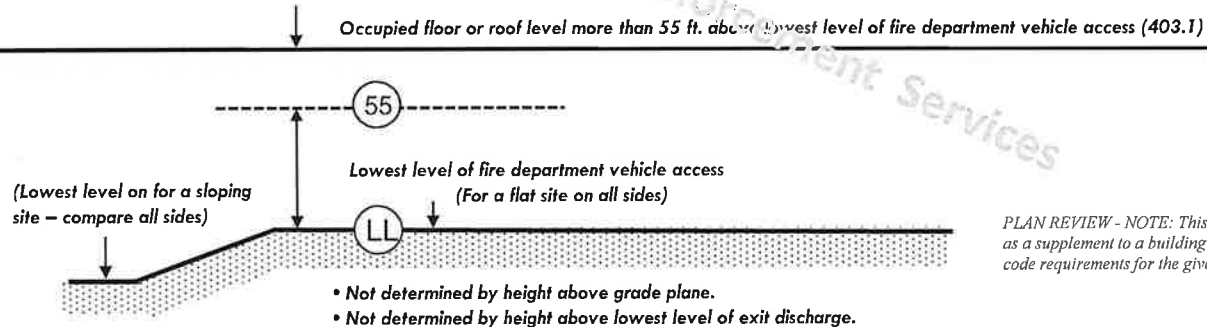


START HERE:

APPLICABILITY

403.1

- Occupied floor or roof level located more than 55 ft. above lowest level of Fire Department vehicle access.



PLAN REVIEW - NOTE: This checklist is intended to be used as a supplement to a building plan review and does not list all code requirements for the given topic.

HIGH - RISE BUILDINGS (Section 403: 15MBC)

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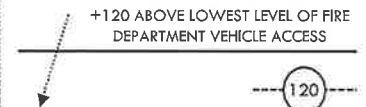
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- Locked stair communication system (403.5.3.1) (Every 5th floor)
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- Stairs 2-hour enclosure (1023.2)
- Luminous path markings (403.5.5) +75 ft. floor height (A, B, E, I, M, R-1)

□ ELEVATORS 403.6

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- 2 Fire service elevators (3007)
- Each elevator 3500# capacity
- Additional requirements MBC 3007
- Elevator Lobby :
- Lobby at each floor (3007.6)
- Direct access to an exit stair (3007.6.1)
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- Fire service elevator (3002.4) (4 or more stories above grade plane)
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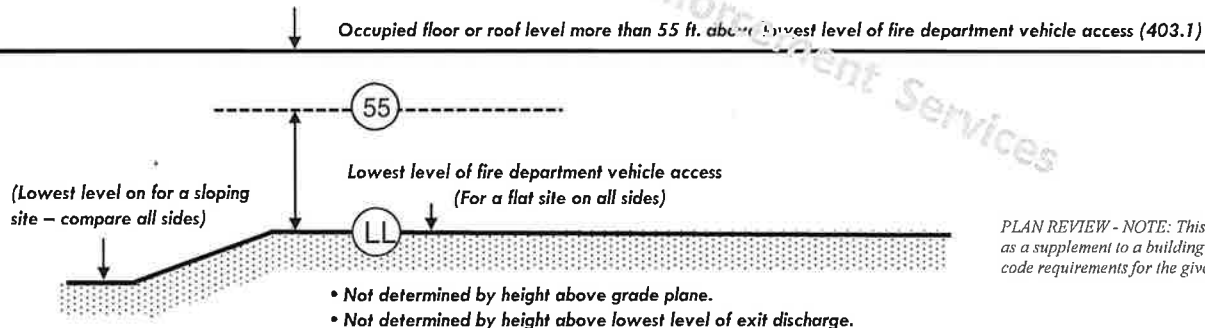


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407 SPECIAL GROUP I-2 REQUIREMENTS: I-2 (1) and I-2 (2)

(15MBC)

CORRIDORS – REQUIRED CONTINUITY (407.2)

- Corridors continuous to the exits
- Separated per / 407.3 from other areas
- Areas permitted to be open to corridor:
 - Waiting areas: 4 Conditions (407.2.1)
 - Care provider stations (407.2.2)
 - Psychiatric treatment areas: 6 Conditions (407.2.3)
 - Gift shops < 500 sq. ft. (407.2.4)
 - Nursing home housing unit: 5 Conditions (407.2.5)
 - (Dining / library / meeting / multipurpose)
 - Nursing home cooking facilities:
 - 13 Conditions (407.2.6)
- Projections / furniture in corridor (407.4.3)
- Width: Corridors & Aisle: 1018.5 & T1020.2: (36 <50 occ) (44) (72 stretcher) (96 beds)

CORRIDORS – REQ'D CONSTRUCTION (407.3)

- WALLS: SMOKE PARTITIONS (407.3) / 710)**
- Continuity:
 - ↓ Foundation/floor-to-floor/roof sheathing (or)
 - ↓ Foundation/floor-to-Ceiling membrane (710.4)
 - (Membrane must limit transfer of smoke)
- Must form effective smoke barrier (710.4)
- Rating: NR (710.3 / T1020.1)
- DOORS (407.3):**
- Equipped with positive latching (407.3.1)
- No fire protection rating required
- NR self-closing or automatic closing devices
- Must form effective smoke barrier (909.5 / 716.5.3)
- Rated if required by T509 (Incidental uses)
- Louvers not permitted (710.5.2.1)
- WINDOWS** sealed or automatic closing (710.5.1)
- JOINTS** sealed to prevent smoke transfer (710.7)
- PENETRATIONS** sealed (710.6)
- DUCTS** perimeter openings sealed (710.8)
- AIR TRANSFER OPENING** smoke damper (717.3.2.2)

INCIDENTAL USE SEPARATIONS (T509)

- Laboratory: 1-hr. + Sprinkler
- Laundry +100 sf: 1-hr. or Sprinkler
- Maintenance shop: 1-hr.
- Waste linen +10 cf capacity: 1-hr.
- Storage +100 sf: 1-hr.
- Incinerator: 2-hr. + Sprinkler
- Medical gas ≠ Incidental (see IFC 5306)

MEANS OF EGRESS (407.4)

- Fire safety / evac plan (1001.4 / IFC 404 & 408)
- Habitable rooms: Direct access to a corridor (407.4.1)
 - (See exceptions: Door to outside or care suites)
- Egress doors readily openable egress side (407.4.1.1)
 - (See exceptions: Controlled egress / corridor sides)
- Controlled egress doors permitted (see 1010.1.9.6)
- Rooms: Max. 50 ft. to exit access door (407.4.2)
- Projections / furniture in corridors (407.4.3)
 - (See 6 conditions + maintain 72 min. width)
- Carpet: Class I Critical radiant flux (804.4)
- All level changes <12 in. = ramp (1003.5)
- Secured discharge yard permitted (407.9)
 - Width: Corridors & Aisle: 1018.5 & T1020.2: (36 <50 occ) (44) (72 stretcher) (96 beds)
 - Movement doors 1 1/2 in. x 80 for beds (1010.1.1)
 - Maximum width of door: 48 in. (1010.1.1)
 - High-rise: Luminous path (407.5.5 / 1025.0)
- Independent egress each smoke compartment (407.5.2)
 - (Egress without returning through same compartment)
 - (Egress may pass through multiple compartments)
- Refuge areas required within each compartment (407.5.1)
 - (See area requirements 30/6 sq. ft. / person)
 - (Corridors / sleeping area / treatment / lounge)
- Maximum TD 200 ft. to smoke barrier door

CARE SUITES (407.4.4)

(See separate list: 407.4.4.1 – 407.4.4.6)

SECURED YARD (407.9)

- Permitted between exit discharge and public way
- Fences / gates / locks permitted
- Safe dispersal area: 30 / 6 sq. ft. design factors
- Not less than 50 ft. from building served

SMOKE COMPARTMENTS REQUIRED (407.5)

- Smoke compartments required:
 - Every story used for care / treatment / sleeping
 - Every story ≥ 50 occupants
- Minimum 2 compartments per/ story:
 - I-2 (1): 22500 sq. ft. maximum area
 - I-2 (2): 40000 sq. ft. maximum area
- COMPARTMENT WALL: SMOKE BARRIER (709)**
- Rating: 1-hour (709.3)
- Continuity:
 - ↔ Outside wall-to-Outside wall
 - ↓ Foundation/floor-to-floor/roof sheathing (or)
 - ↓ Foundation/floor-to-Ceiling membrane (710.4)
 - (Membrane 1 hr. + must limit transfer of smoke)
 - Must form effective smoke barrier (710.4)
- Horizontal support assembly – resist smoke (407.5.3)
- SMOKE BARRIER DOORS:**
- Comply 407.3.1 (see 716: Exception 2):
- Equipped with positive latching (407.3.1)
- No fire protection rating required (407.3.1)
- Must form effective smoke barrier
- Rated if required by T509 (Incidental uses)
 - Corridor: Pair of opposite-swinging allowed (709.5)
 - Corridor: Auto-closing / smoke detector (709.5.1)
- OPENINGS: 716 (709.5)**
- PENETRATIONS: 714 (709.6)**
- DUCTS: 717 (709.8)**
- EGRESS (See also separate column)**
- Independent egress each smoke compartment (407.5.2)
 - (Egress without returning through compartment)
 - (Egress may pass through multiple compartments)
- Refuge areas required within each compartment (407.5.1)
 - (See area requirements 30/6 sq. ft. / person)
 - (Corridors / sleeping area / treatment / lounge)
- Maximum TD 200 ft. to smoke barrier door (407.5)

SPRINKLERS (407.6)

- Required smoke compartments w/ sleeping rooms
- 903.3.1.1: NFPA 13
- 903.3.2: Quick-response / residential sprinklers:
 - All spaces with sleeping units
 - All spaces with treatment rooms in ACF

FIRE ALARM (407.7)

- Manual alarm system required (907.2.6)

AUTO DETECTION (407.8)

- Corridors + Areas open to corridors (907.6.2)

ELECTRICAL SYSTEMS (407.10)

- Essential electrical system provisions
- MBC 2702
- NFPA 99

R-2 MULTIFAMILY DWELLING (15)

R-2: Permanent occupancy in sleeping units or more than two dwelling units (MBC 310.4)

Energy code: 3 stories or less: Residential MI R101
All others: C401.2: ASHRAE 90.1

R-2

OCCUPANCY / HEIGHT & AREA


- *Note (i) Height and (ii) Area differences between:
- NFPA 13 (T504.3 / T504.4 / T506.2)
 - NFPA 13R (T504.3 / T504.4 / T506.2)
- 508 Check mixed use and occupancy:
- Party / amenity rooms (A-2 or A-3)
 - Business offices / Study lounge (B)
 - Decks / Outdoor / Occupied roof (A-3)
 - Parking garage (S-2 / OPG)
 - Exercise rooms (A-3) or (B) < 50 occ.
- 403 Check high-rise
- 510.2 Podium construction
- 510.4 / .7 Parking below R-2
- 510.5 / .6 R-2 additional construction type options

SPECIAL OCCUPANCY REQUIREMENTS

- 420.2 Unit Separation Walls (FP 708) 1-hr
- 420.3 Unit Horizontal Separations (711) 1-hr
- 420.5 Sprinkler system (see 903)
- 420.6 Fire/smoke Alarm systems (see 907)
- 915.1.1 Carbon monoxide alarms
- 916 Emergency responder radio coverage
- MBC 2018 Roof top occupancy (see 302.1 / 503.1.4)
- P-403 Toilet fixtures - amenities rooms / roof
- 406 Motor Vehicle Garages

FIRE RESISTANCE

- 705.8.5 Vertical separation of exterior openings
- 706.5 & 6 Fire wall continuity - Horiz. & Vert.
- 712.1.7 Main lobby atrium / multi-story space
- 713.13 Trash / linen chute ratings:
 - Chute: shaft rating (713.13.1)
 - Chute access room: 1 hr. (713.13.3)
 - Discharge room: Same as shaft (713.13.4)
- 713.14 Elevator lobby
- Hoistway enclosure (1 or 2 hour)
- 714 Through penetration protections
- 716-717 Opening protectives (doors)
- 718.2 Fire blocking / concealed spaces
- 718.3 Draft-stopping floors: Ex. 1 & 2
- 718.4 Draft-stopping attics: Ex. 2
- T1020.1 Bearing corridor walls (?) = 1 hr. (T601)

 **Occupancy allowances:** • Residential 1:200 gross
• Offices 1:100 gross • Assembly 1:5 / 7 / 15 net
• Parking garage 1:200 gross • Outdoor (1004.5)
• Exercise 1:50 gross • Storage 1:300 gross

FIRE PROTECTION

- 420.5 Group R sprinkler (903.2.8)
- *Note height / area differences between:
 - NFPA 13 (T504.3 / T504.4 / T506.2)
 - NFPA 13R (T504.3 / T504.4 / T506.2)
- 903.3.2 Quick response sprinklers required
- 903.2.11.2 Rubbish / linen chute sprinklers
- 420.6 Fire/smoke Alarm systems
 - Manual (907.2.9.1)
 - Single/multi-station - units (907.2.9.2)
 - Alarm locations (907.2.11.2)
- 907.5.2.3 Visible alarm locations - General areas
- 907.5.2.3.3 Visible alarm locations - Units
- 915.1.1 Carbon monoxide alarms (915.1.1)
- 905 Standpipe system - Floor level +30 ft.
- 916 Emergency responder radio coverage

MEANS OF EGRESS

- 1003.3 Protruding objects (seating / tables)
- 1015 Guards: Open sided area / balcony
- 1015.3 Guards: Height 42 + 4 max. opening
- 1015.7 Non-panic guards if edge ≤ 10 ft.
- 1015.8 Window opening guards / protection
- Egress distance. (R-2 only)*:
 - ↔ TD: 200 (NS) 250 (S)
 - ↔ CP: 75 (NS) 125 (S)
 - ↔ DE: 20 (NS) 50 (S)
- *Measure from outside spaces / balconies
- 1013.0 Exit signs
- 1008.0 Emergency power / lights
- 1022 Stair enclosure (1-3: 1 hr.) (4+: 2 hr.)
- 1023.8 Stair discharge identification & barrier
- 1023.9 Stair landing identification signs
- 1011.7.3 Area beneath stairs 1 hr.
- 1011.5.2 Treads and riser sizes
- 1011.5.3 Solid risers (see exceptions)
- 1011.11 Stair handrails (1014)
- 1011.12 Roof access methods (see 1011.2)
- 1020.1 & 2 Corridor rating & width
- 1030.1 Emergency escape & rescue openings
- T-1006.3.2 Single exit (R-2 only):
 - Story: T-1006.3.2 (1) = 4 DU / 125 CP
 - Unit: T-1006.2.1: 10 occ. / 125 CP
- *Measure from outside spaces / balconies
- Sprinkler system + EERO (1030) Req'd.

ACCESSIBILITY

- (A = A117.1-2009 standard)
- Accessible route must connect:
 - 1104.1 / 2 • Site arrival / parking / curb ramps
 - 1104.3 • All interior accessible portions
 - All public spaces (1107.3)
- 1105.1 Public entrances: Min. 60% accessible
- 1106.2 Parking spaces (1106.2) 2%
- 1106.5 Van spaces - 1:6 ratio
- A: 502.6 Van space vert. clearance 98 in.
- Units: Level of accessibility:
 - 1107.6.2 • Type A Units - A117.1: 1003
 - Type B Units - A117.1: 1004
- 1009.1 Accessible means of egress
- 1109.11 Seating at counters / work surfaces
- 1109.12.3 Service counters (A: 904)
- 1108.2.9 Dining / drinking tables & areas
- 1109.13 Window / controls (see A117.1)
- 1110.4.10 Exercise rooms - 1 type each machine
- A: 804.3 Amenities tenant-use kitchenette
- 1110.4.13 Pool access / pool barrier (ISPSC)
- (see also A:1109.1.1)
- 1109.12.1 Locker rooms (see also A:803 / 903)
- INTERIOR ENVIRONMENT & FINISHES**
 - T-803.11 Surface finishes
 - 804.4.2 Carpet finishes
 - 806 Combustible decorative materials
 - 1207.2 STC: ≥ 50 or field test ≥ 45
 - 1207.3 IIC: ≥ 50 or field test ≥ 45
 - 1206 Interior Dimensions:
 - 1208.1 Min. 7 ft. room widths habitable space
 - 1208.2 Ceiling height 7 ft. 6 in. + exceptions
 - 1208.3 One room 120 sf + Other habitable 70 sf
 - 1208.4 Efficiency 200 sf + separate bath / closet
 - 1203.2 Attic ventilation each attic
 - 1209.2 Attic access openings 20 x 30 in.
 - 2406 Safety glazing*
 - *Note any pool / wet areas

ELEVATORS / ESCALATORS & HOISTWAYS

- 713.14 Lobby (+3 stories connected)
- A: 407.4.1 Inside dimensions for accessibility
- 3002.4 Stretcher 24 X 84 (4 stories above G.P.)
- 1009.4 Accessible MOE (4 stores above LED)
- 403.6.1 Fire Service Access Elevator (+120 ft.)

STRUCTURE & MATERIALS

- T1604.5 Risk II unless +5000 occupants = III
- T-1607.1 Floor load capacity
 - Private rooms / corridors: 40 psf
 - Public rooms / corridors: 100 psf
 - Stairs / exits: 100 psf uniform
 - Stairs / exits: 300 psf concentrated
 - Exercise / assembly / lobby: 100 psf
- 1607.8 Handrails, guards, grab bars design loads
- 2603.4 Foam plastic thermal barrier
- 2603.4.1.5 Foam plastic roof insulation thermal barrier

CARBON DIOXIDE PROTECTION

IFC5307 CO2 system 100#max NFPA55
(Restaurant / Function Rooms / Kitchens)

POOLS / SPAS / HOT TUBS

- State of MI Public Swimming Pools Act 368 of 1978
- State of MI permit required
- Occupant load MPC 403.1 x (3): R325.2111
- 2015 International Swimming Pool and Spa Code (I)
(Considered as "Public" pool: see definition)
 - Pool barrier required: I-305
 - Portion of building used as barrier: I-305.4
 - Suction entrapment protection: I-310
 - Accessibility requirements: A117.1: 1109
 - Family / assisted use toilet room: MBC 1109.2.1
 - Pool entry: A117.1: 1109.1.1
 - Adjacent glazing: MBC 2406.4.5
 - Deck clearance: I-406.3
 - Public swimming pool details: I-chapter 4

NOTES

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PLAN REVIEW - NOTE: This checklist is intended to be used as a supplement to a comprehensive building plan review and does not list all code requirements for this topic.



BUILDING PLAN REVIEW

Approved as noted

Permit Number: PBC 23-0030 / PBC 23-0031 / PBC-0032

This review shall be attached to the plans and shall be part of the construction documents.

Date: April 26, 2023

Project Title: Outpatient OR Expansion Project

Site Address: 47601 Grand River

Type of Review: Building

Architect: Name: HKS Architect
Address: 235 E. Main St. Suite 102C
Northville, MI 48167

Contractor: Name: Auch Construction
Address: 65 University Drive
Pontiac MI 48342

Design Professional in Responsible Charge:

Name: John Avdoulos
License #: 1301039334

Scope of Work:

Project description: Renovation of Existing Operatory Suites – 3 phases

Phase 1: Smoke Compartment E
Smoke Compartment C: Corridor Portion only
Smoke Compartment A: Waiting Area
Phase 2: Smoke Compartment D: Operatory Suite area
Phase 3: Smoke Compartment C: Recovery Suite area

Use Group: I-2 (Institutional – Hospital: Includes OR Expansion)
(Risk category: IV)

Construction type: I-B (Protected) +
Building-wide automatic sprinkler system

Project Sq. ft.: 26,211 sq. ft. (2nd story work area)
10,645 sq. ft. (2nd story phase 1 work only)

Occupant Load: 193 occupants

Codes Applicable to Project:

This Project has been reviewed for compliance with the 2015 MICHIGAN BUILDING CODE (MBC) and the Michigan Barrier Free Design Law PA 1 OF 1966 incorporating the 2009 ICC/ANSI A117.1 Standard. Additional requirements may apply under the Americans with Disabilities Act (ADA), which is beyond the authority of this agency. Information on the ADA may be obtained by calling 1-800-USA-ABLE (1-800-872-2253) or visit www.access-board.gov.

This project is also subject to the following codes as may be applicable:

2015 Michigan Rehabilitation Code for Existing Buildings (MRCEB)
2015 Michigan Building Code (MBC)
2018 Michigan Plumbing Code (MPC)
2015 Michigan Mechanical Code (MMC)
2017 Michigan Electrical Code (MEC) effective Jan. 4, 2019.
(Documents indicate 2015 NEC)
2015 Michigan Energy Code Including ASHRAE 90.1 – 2013
ICC A117.1-2009 Standard for Accessibility and Usable Buildings and Facilities

Validity:

The issuance of a permit or approval of construction documents shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of other ordinances of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of this code shall be invalid.

The issuance of a permit based upon construction documents and other data shall not prevent the code official from thereafter requiring the correction of errors in the construction documents and other data or from preventing building operations from being carried on when in violation of this code or of other ordinances of this jurisdiction (Michigan Building Code 106.4.2).

General Items:

1. The approved plans & plan review report shall be present at the construction site and made available to the inspector upon request.
2. Building shall be provided with approved address identification visible from street.
3. Separate plans, permits and inspections are required for the following types of work: building, electrical, mechanical, plumbing, grading, fire protection and alarms systems, demolition, building relocation and change of occupancy unless otherwise approved by the authority having jurisdiction.
4. All work is subject to field inspections.
5. This building plan review assumes that all permits and approvals from other agencies have been obtained.

Specific Plan Review Remarks/Conditions:

1. Scope of work / construction documents do not indicate changes to the occupant load or occupancy classification of the work area. City of Novi must review the existing egress / exit access to verify maintenance of required egress capacity (MRCEB 704.1). Note:
 - Occupant load of 2nd story surgery center indicated at 193 occupants
Occupant capacity of stairs indicated at 280 (42 in. width x 2 exit stairs).
 - Exit access path through corridors C2000 through 2009, or other additional approved exit access capacity / width, must be clearly delineated, marked and signed subject to City of Novi review / approval.
2. Scope of work does not indicate changes to the configuration of the atrium, or overall changes of occupancy to the work area. City of Novi must review the existing atrium provisions for continued acceptance (MRCEB 802.1). Note:
 - Smoke control system not indicated within atrium (MBC 404.5)
3. Joints, penetrations, ducts and/or air transfer openings must comply with applicable sections for compliance in a construction type IB protected building (MBC 710.6; 710.7; 710.8 and 717.3.2.2.).
4. Lighting to illuminate all means of egress shall be provided (MBC 1008.1). Emergency power for such lighting shall comply with the requirements of MBC 1008.3. In addition, all rooms and spaces requiring two or more exits or exit access shall be provided with internally illuminated exit signs (MBC 1013.1). Number and location of exit signs may be altered or determined by on-site inspection to insure coverage and visibility (MBC 1013.1). Specific occupancy requirements may apply.
5. Non-combustible or fire rated walls or ceilings: Interior finish material shall be applied directly against such construction or to furring strips not exceeding 1 ¼ inches applied directly against such surfaces (B 803.13.1).

Intervening spaces between furring strips used for interior finish application shall be filled with inorganic or noncombustible material, be filled with Class A finish rating material, or be fire blocked at a maximum of 10 feet in every direction (B 803.13.1.1).

6. All glass that is both within 60 inches of the floor and 24 inches of the vertical edge of a door; in swinging doors, in fixed or sliding panels of sliding door assemblies, glazing with an area of greater than 9 sq. ft. and 18 inches or less above the floor surface and top edge greater than 36 inches above the floor; glazing in guard rails and railings; glazing adjacent to stairways, landings and ramps within a 36 inch horizontal distance of a walking surface and less than 60 inches above the floor or walking surface and 60 inches horizontally from the bottom of a stairway in any direction; and glazing near wet surfaces as outlined in 2406.4.5 shall be approved safety glass (MBC 2406.3).

Deferred Submittal Items, Application and Documents:

- Updated fire safety and evacuation plans to City of Novi (MBC 1001.4 / IFC 401.2 & 404).
- Statement of special inspections must be provided to and approved by the authority having jurisdiction (MBC 1704.3; 1704.2.3). Statement must include all penetrations, joints, ducts, and air transfer openings for type IB construction.
- Documents for revisions to automatic sprinkler, standpipe and / or fire alarm systems.
- Hazardous materials report as may be applicable or as requested by the City of Novi (MBC 414 & 307).

The following inspections are required - Please check with the Building Department of the Jurisdiction listed above if you have questions about whether a listed inspection applies to the project:

Rough framing inspection (scheduled after mechanical, electrical and plumbing have passed rough inspection).

Insulation (if applicable).

Fire and smoke-resistant penetrations (prior to concealment)

Drywall screw (required for all drywall installation).

Above ceiling (scheduled after mechanical electrical and plumbing have passed inspection).

Final inspection (scheduled after mechanical, electrical and plumbing have passed final inspection).



BUILDING PLAN REVIEW

Approved as noted

Permit Number: PBC 22-0155

This review shall be attached to the plans and shall be part of the construction documents.

Date: January 17, 2023

Project Title: Ascension Hospital: 6th Floor Build-Out

Site Address: 47601 Grand River

Type of Review: Building

Architect: Name: HKS Architects
Address: 236 East Main Street Suite 102C
Northville, MI 48167

Contractor: Name: Auch Construction
Address: 65 University Dr.
Pontiac, MI 48342

Design Professional in Responsible Charge:

Name: John A. Avdoulos
License #: 1301039334

Scope of Work:

Project description: Build-out of previously unoccupied 6th floor

Use Group: I-2 (Hospital)

Construction type: I-B (Non-combustible / protected) + high-rise systems:

- Smoke detection system (403.4.1)
- Fire Alarm system (403.4.2)
- Automatic sprinkler system (403.3)
- Standpipe system (403.4.3)
- Emergency voice/alarm communication system (403.4.4)
- Emergency responder radio coverage (403.4.5)
- Fire Command Center (403.4.6)
- Stand-by and Emergency Power system (403.4.8)
- Smokeproof Exit Enclosures (403.5.4)

Project Sq. ft.: 50,689 sq. ft.
Occupant Load: 358 occupants

Codes Applicable to Project:

This Project has been reviewed for compliance with the 2015 MICHIGAN BUILDING CODE (MBC) and the Michigan Barrier Free Design Law PA 1 OF 1966 incorporating the 2009 ICC/ANSI A117.1 Standard. Additional requirements may apply under the Americans with Disabilities Act (ADA), which is beyond the authority of this agency. Information on the ADA may be obtained by calling 1-800-USA-ABLE (1-800-872-2253) or visit www.access-board.gov.

This project is also subject to the following codes as may be applicable:

2015 Michigan Rehabilitation Code for Existing Buildings (MRCEB)
2015 Michigan Building Code (MBC)
2018 Michigan Plumbing Code (MPC)
2015 Michigan Mechanical Code (MMC)
2017 Michigan Electrical Code (MEC)
2015 Michigan Energy Code Including ASHRAE 90.1 – 2013
ICC A117.1-2009 Standard for Accessibility and Usable Buildings and Facilities

Validity:

The issuance of a permit or approval of construction documents shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of other ordinances of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of this code shall be invalid.

The issuance of a permit based upon construction documents and other data shall not prevent the code official from thereafter requiring the correction of errors in the construction documents and other data or from preventing building operations from being carried on when in violation of this code or of other ordinances of this jurisdiction (Michigan Building Code 106.4.2).

General Items:

1. The approved plans & plan review report shall be present at the construction site and made available to the inspector upon request.
2. Building shall be provided with approved address identification visible from street.
3. Separate plans, permits and inspections are required for the following types of work: building, electrical, mechanical, plumbing, grading, fire protection and alarms systems, demolition, building relocation and change of occupancy unless otherwise approved by the authority having jurisdiction.
4. All work is subject to field inspections.
5. This building plan review assumes that all permits and approvals from other agencies have been obtained.

Specific Plan Review Remarks/Conditions:

1. Response letter from HKS submitted with transmittal dated December 5, 2022 is incorporated with these conditions (see attached). Responses are accepted contingent upon approval of the City of Novi.

Please discuss the following with the City of Novi:

- a. The STC ratings for the patient room wall assemblies are subject to review by the City of Novi (see attached response letter). Patient rooms are subject to the requirements of MBC 1207.2 regarding the STC rating requirements (see 2015 ICC Building Code Commentary page 2-86: Definition of Sleeping Unit).
 - b. Provide carbon monoxide alarms (MBC 915.1.1). Alarms are required for sleeping units (see commentary as referenced in item 1(a) above).
2. Provide emergency responder radio coverage in accordance with section 510 of the International Fire Code (MBC 916.1) or as otherwise acceptable to the City of Novi.
 3. Provide an updated fire safety and evacuation plan to the City of Novi in compliance with MBC 407.4, 1001.4 and sections 401.2 and 404 of the International Fire Code.
 4. Swing one of the two doors in door-pair 6310 in the opposite direction, out of corridor 6310 and in the direction of corridor 6200.
 5. Please verify that there is an accessible route into the space to and from the nearest accessible parking space including curb cuts, building entrances, elevators, toilet rooms and drinking fountains (MRCEB 410.6 and 410.7).

Section 410.7 of the MRCEB requires that where an alteration contains an area of primary function, the route to the primary function shall be accessible, including toilet facilities and drinking fountains serving the area of primary function.

In the event the existing route, or portions of it such as building entrances, toilet rooms, drinking fountains, or seating / counters are not in compliance with the current editions of the applicable standards such as ICC A117.1-2009, please (1) modify those areas to comply, (2) install new facilities in compliance (3) indicate an applicable exception based on the codes, standards or public acts, or (4) obtain a variance from State of Michigan.

The costs of providing the accessible route are not required to exceed 20% of the total costs of the alterations affecting the area of primary function (Act 230 of 1972: 125.1513g effective March 27, 2019).

6. The force for pushing or pulling open interior swinging egress doors (other than fire doors), interior sliding and folding doors, and doors along an accessible route shall not exceed those indicated in MBC 1010.1.3 and ICC A117.1-2009 section 404.2.8.
7. Door hardware: Handles, pulls, latches, locks and other operable parts on accessible doors shall have a shape that is easy to grasp with one hand and does not require tight grasping, pinching or twisting of the wrist to operate. Operable parts of such hardware shall be 34 inches minimum and 48 inches maximum above the floor (ICC A117.1-2009: 404.2.6; MBC 1010.1.9 and 1104).

8. Lighting to illuminate all means of egress shall be provided (MBC 1008.1). Emergency power for such lighting shall comply with the requirements of MBC 1008.3. In addition, all rooms and spaces requiring two or more exits or exit access shall be provided with internally illuminated exit signs (MBC 1013.1). Number and location of exit signs may be altered or determined by on-site inspection to insure coverage and visibility (MBC 1013.1). Specific occupancy requirements may apply.
9. Non-combustible or fire rated walls or ceilings: Interior finish material shall be applied directly against such construction or to furring strips not exceeding 1 3/4 inches applied directly against such surfaces (B 803.13.1).

Intervening spaces between furring strips used for interior finish application shall be filled with inorganic or noncombustible material, be filled with Class A finish rating material, or be fire blocked at a maximum of 10 feet in every direction (B 803.13.1.1).

10. Where seating or standing space at fixed or built-in tables, counters or work surfaces is provided in accessible spaces, at least 5% of the seating and standing spaces, but not less than one, shall be accessible and shall be distributed throughout the space or facility and located on an accessible route (MBC 1109.11).
11. Counters for sales and service, including reception windows and desks, shall include at least 1 that is accessible with a 36" long portion no more than 36" above the floor. The accessible portion of the countertop shall extend the same depth as the sales and service countertop. Where the counter surface is less than 36 inches in length, the entire counter surface shall be 36 inches maximum in height above the floor. A clear floor space complying with section 305 positioned for a parallel approach shall be provided (A117.1 – 904.3.2 and MBC1109.12.3).
12. All glass that is both within 60 inches of the floor and 24 inches of the vertical edge of a door; in swinging doors, in fixed or sliding panels of sliding door assemblies, glazing with an area of greater than 9 sq. ft. and 18 inches or less above the floor surface and top edge greater than 36 inches above the floor; glazing in guard rails and railings; glazing adjacent to stairways, landings and ramps within a 36 inch horizontal distance of a walking surface and less than 60 inches above the floor or walking surface and 60 inches horizontally from the bottom of a stairway in any direction; and glazing near wet surfaces as outlined in 2406.4.5 shall be approved safety glass (MBC 2406.3).
13. A sign shall be provided at each floor landing in an interior exit stairway and ramp connecting more than three stories designating the floor level, the terminus of the top and bottom of the stairway and ramp, and the identification of the stairway or ramp. The signage shall also state the story of, and the direction to, the exit discharge and the availability of roof access for the fire department. Additional requirements as outlined in MBC section 1023.9 also apply.

Deferred Submittal Items, Application and Documents:

- Statement of special inspections must be provided to and approved by the authority having jurisdiction (MBC 1704.3; 1704.2.3).
- Documents for revisions to automatic sprinkler, standpipe and / or fire alarm systems.

Inspections:

The following inspections are required - Please check with the City of Novi Building Department if you have questions about whether a listed inspection applies to the project:

Rough framing inspection (scheduled after mechanical, electrical and plumbing have passed rough inspection).

Insulation (if applicable).

Fire and smoke-resistant penetrations (prior to concealment)

Drywall screw (required for any rated assemblies).

Above ceiling (scheduled after mechanical electrical and plumbing have passed inspection).

Final inspection (scheduled after mechanical, electrical and plumbing have passed final inspection).



**2015 INTERNATIONAL
BUILDING CODE®
PLAN REVIEW RECORD**

Plan Review # _____
Date: _____
Valuation: _____
Fee: _____

JURISDICTION: City of Ann Arbor
(City, County, Township, etc.)
BUILDING LOCATION: 201 Coleman
(Street address)
BUILDING DESCRIPTION: Ann Arbor Autograph Hotel

REVIEWED BY: UP

Numerals Indicated in parenthesis are applicable code sections of the 2015 International Building Code (IBC). The plan review accomplished as indicated in this record is limited to those code sections specifically identified herein. This record references commonly applicable code sections. It does not reference all code provisions which may be applicable to specific buildings. This record is designed to be used only by those who are knowledgeable and capable of exercising competent judgment in evaluating construction documents for code compliance.

CORRECTIONS LIST

No.	DESCRIPTION	Code Section
✓ ○	STC/ICC	
✓ ○	Per Protection 3306	
✓ ○	Constr. Subgrade 3300	
✓ ○	EPAC 916	
✓ ○	Anchor cast pile with special inspection (1705.8)	
	Post-tensioned concrete special insp. (1705.3)	8015 ✓
✓ ○	Code Compliance Data indicates separated company Numerous A-2/B non-separated areas L-1 Terraces are not separated Verify	
✓	Verify Carbon Monox detection 915.1.1	



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Item No. 0002PR15

level 1 ○ Column 4E - Verify 4 in. conider width remains ✓
✓

level 1 ○ Private dining -- side hinged doors (2 rooms) 1010.1.2 ✓
350/15 = 24 = + 10 ∴ No sliders ✓
Room 2 = 24 occupants stream ∴ No sliders ✓

level 1 ○ Hotel Lounge Stair 1 - Rabinis 1011.5.3 ✓
Winders not permitted ✓
↓ ✓

If not MOB stair -- See 1011.9 ✓

level 1 ○ Storage 106A opens directly to exit enclosure (1023.1) ✓
(Used as means of ingress - not just egress) ✓

level 1 ○ Revolving door 1010.1.4.1 ✓
✓

✓ ○ Verify voice/alarm comm. system w/ high rise (Stair 2.2 unit rate used) ✓
✓

○ Handrails / guards / grab bars loads 1607.8 ✓
✓

* ○ Verify - No extended stay or use as a residence ✓
✓

Intermediate air Stair Entry 103 = 1014.9 ✓
✓

CO₂ Storage 106A ✓
✓

✓
✓

- ✓ ○ Level 2 Mech Room 217 / Corridor 219 ✓
- ✓ Openings onto P²? (West side) ✓
- ✓ Check w/ glass ✓

- ✓ ○ Level 3-7 Check w/ glass @ room (west side) ✓
- ✓ ○ Level 8 d.o. (west side) ✓
- ✓ ○ Level 9 d.o. (west side) ✓

- ✓ ○ Dumpster enclosure on adjacent lot? (west side) ✓

○ Check stairs for any accumulating loads from
2 to 1

✓ ○ Level 2 Corridor 219 Not approved as parent
of means of egress

✓ ○ Level 2 Exit 004 Draw may only count
for 426 based on wing with restricting
approach width to ± 54 inches

✓ ○ Level 2 Plumbing Count
all for revised company
A=3: Assume 993 $\left\{ \begin{array}{l} 497 \text{ 4WC} + 3 \text{ lav} \text{ OK} \\ 497 \text{ 8WC} + 3 \text{ lav} \text{ OK} \end{array} \right.$

✓ Level 8 = Common path Suite 816 exceeds } 75 ft T1006.2.1
Terrace 846 B }
= glazed openings from corridor.

✓ Level 1 & 2 0-3 FSD - No openings permitted

✓ Level 2 (South) 13 FSD
(North) 0 FSD - No opening Stair #4 or Vents

✓ Level 3 (North) 6 FSD - Windows 25%
(North) 0 Stair - No opening in Stair Tower #4
(South) +30 FSD

✓ Level 4 (North) 6 FSD - Windows 25%
0 Stair - No opening in Stair Tower #4
(South) +30 FSD

✓ Same Level 5, 6, 7, 8, 9

✓ L2 | Corridor 219 must be circulation only
Egress may not pass thru kitchen area

✓ Prefunction area = No exits shown in plans
of 2 required (?) based on occupancy

✓ L3 | Outside Terrace - Toilet rooms?

✓ West wall openings? Check all levels:

✓ Encroachments along street lines (Sign)
all others + 15 ft. above sidewalk

✓ Approval from neighbors for borings

✓ L9 Terraces @ 1:15 = +50 = 2 exits : Toilet Rooms ○

✓ L8 Private terraces = Assume part of R-1 (?)

✓ OK { Private Roof terrace 846B exceeds 75 CP limit?

Private Roof terrace 845B } Eliminate Windows
846A } (Part of Corridor Sep.)

Exterior walls separating terraces = Same as Unit Sep.?

✓ OK 846A | 846B (NA) No roof
845A | 845B

✓ L2 Pre-Function lobby must have an identified occupant load ↓ ○

A 5334/15 = 355 17 = 762

B 2733/15 = 182 17 = 390

lobby 2418/15 = 161 17 = 315
(698) (1494)

* No non-simultaneous occupancy
Concepts in NBC w/o Be Approval

Up 80 =

Over 1000 people = 4 exits
↓

✓ Stair #2 way counts as 1 exit only and
Stair #1 does not meet geometry or
enclosure

✓ ○ Allowable area of openings / stony T705.8
✓ (25%) 5-10 ft (6 ft) West wall north
✓ Speeds 25% allowed ($\pm 32\%$)
✓ (All stones 3-9)

✓ ○ Allowable area of openings / stony T705.8
✓ (0%) 0-3 ft sep West wall north
✓ Speeds 0%
✓ Stones 1 & 2

✓ ○ Allowable area of openings / stony T705.8
✓ (45%) 13 ft sep west wall south
✓ Stony 2 Speeds limits (actual 56%)

✓ Sheet A505 / Detail 3/A401 = Where? ✓
✓ Signs Support - Check for Encroachment ✓
✓ Verifying meets encroachment standard ✓

✓ Laundry chute details - door shown 90 minute rating ✓

✓ Safety glass general notes ✓

✓ ○ Verifying = Garage mechanical vent system 404.6.2 ✓

✓ High Rise items ✓

- ✓ Tiebacks approval to Building official
- ✓ Service Elevator 3 only access to garages - Ch. 11
- ✓ Location of van accessible space 106.2
- ✓ 30 day stay? 1107.6.1
- ✓ Verify Smoke Press. @ Elevator & Stair(?)
- ✓ Level 2 efit problems

CORRECTION LIST (cont'd.)

No.	DESCRIPTION	Code Section
✓	Sign canopy projection ^{Systems} Sheet A505/3/A101 Max. projection $\frac{2}{3}$ width sidewalk	3201.3-1
✓	Health Dept. - Approval A-2 (?)	
✓	Risk III not II?	

NOTES: N.R. — Not required
N.A. — Not applicable

ADMINISTRATION (Chapter 1)

(Gene Carroll)
Neumann/Smith
Signed/sealed construction documents
(107.1, State laws vary)

OK Complete construction documents
(107.1, 107.2)

BUILDING PLANNING (Chapters 3, 4, 5, 6)

OCCUPANCY CLASSIFICATION (302 - 312, 508, 509)

NA Single Occupancy (302.1)

OK Incidental uses (509, Table 509)

S-2/A-2/B/R-1 Mixed Occupancy (508.1)

NA Accessory occupancies (508.2)

IB (Sheet A029)

GENERAL BUILDING LIMITATIONS (Chapters 5 & 6)

Apply Case 1 to determine the allowable height and area and permitted types of construction for a building containing a single occupancy or nonseparated mixed occupancies. Apply Case 2 to determine the allowable height and area and permitted types of construction for a building containing separated mixed occupancies.

HEIGHT	St.	Ft.
A-2	12	180
B	12	180
R-1	12	180
S-2	12	180

FRONTAGE INCREASE

Frontage (506.3)	North	East	South	West
Total Frontage (F) _____ ft.	Perimeter (P) _____ ft.			
Width of open space (W) = _____				
Area Increase Factor due to frontage, $I_f =$ _____ (506.3.3)				
$I_f = \left[\frac{F}{P} - 0.25 \right] \frac{W}{30}$				

AREA	Area
A-2	UL
B	UL
R-1	UL
S-2	257,000/square

NA CASE 1 — SINGLE OCCUPANCY OR NONSEPARATED MIXED OCCUPANCIES (508.3)

Using Tables 504.3, 504.4 and 506.2, identify the allowable height and area of the single occupancy or the most restrictive of the nonseparated mixed occupancies. Construction types that provide an allowable building area and height equal to or greater than the actual building area and height are permitted.

DETERMINE CONSTRUCTION TYPE

Actual building area _____ ft²

Tabular allowance area (A_t) _____ ft²

Tabular allowance area for nonsprinklered buildings (NS) _____ ft²

Allowable building area _____ ft²

$A_a = A_t + (NS \times I_f)$

Actual building height _____ feet _____ stories

Allowable building height _____ feet _____ stories

Permitted types of construction _____

Type of construction assumed for review (602.1) _____

CHECK MAXIMUM ALLOWABLE AREA (506.2.3)

Total floor area (all stories) _____ ft²

Maximum allowable floor area (all stories) _____

_____ × _____ = _____ ft²

Allowable building area (A_a) number of stories above grade plane (maximum 3) (S_a)

Compliance verified _____

IB = UL area ∴ OK

9 × ∞ = ∞ ∴ OK

Floor Area & Occupancy

2712 total

1483 Assembly
(54% total)

				Occ. Load		
9	12,390			156	156 - 98 = 58	58 + 10 = 68
8	14,404			72		
7	16,463			83		
6	16,463			83		72 604
5	16,463			83		
4	16,463			83		
3	16,463			83 + Tenace 49 = 132		604
2	20,724	(A) 609 (B) 312 Total 921	1197	See attached	(?)	Total 1269 (2) 1197 A
1	13,786	R-1	A-2	Tenant Space (?)	Drive Through	Total 311 (190 = 214 A) } III
U-1	21,802	S-2		1:200 = 110		
U-2	21,802	S-2		1:200 = 110		Total 440
U-3	21,802	S-2		1:200 = 110		
U-4	21,802	S-2		1:200 = 110		

NA MEZZANINES (505)

- _____ Area limitation (505.2.1)
- _____ Egress (505.2.2)
- _____ Openness (505.2.3)
- _____ Equipment platforms (505.3)

NA UNLIMITED AREA BUILDINGS (507)

- _____ Open space (507.2)
- _____ Nonsprinklered, one story (507.3)
- _____ Sprinklered, one story (507.4)
- _____ Two story (507.5)
- _____ Group A-3 buildings (507.6, 507.7)
- _____ Group H-2, H-3 and H-4 occupancies (507.8)
- _____ Group H-5 occupancy (507.9)
- _____ Aircraft paint hangar (507.10)
- _____ Group E buildings (507.11)
- _____ Motion picture theaters (507.12)
- _____ Covered and open mall buildings/anchor stores (507.13)

NA SPECIAL PROVISIONS (510)

- _____ Special condition applicable (510.1)
- _____ Compliance verified

SPECIAL DETAILED REQUIREMENTS BASED ON USE AND OCCUPANCY (Chapter 4)

NA COVERED MALL AND OPEN MALL BUILDINGS (402)

- _____ Open space (402.1.1, 402.1.2)
- _____ Lease plan (402.3)
- _____ Area/type of construction (402.4.1)
- _____ Fire separations (402.4.2 - 402.4.2.3)
- _____ Open mall construction (402.4.3)
- _____ Automatic sprinkler system (402.5)
- _____ Interior finish (402.6.1)
- _____ Kiosk requirements (402.6.2)
- _____ Children's play structures (402.6.3)
- _____ Plastic signs (402.6.4)
- _____ Standpipe system (402.7.1)
- _____ Smoke control (402.7.2)
- _____ Emergency power and emergency voice/ alarm (402.7.3, 402.7.4)
- _____ Fire department access (402.7.5)
- _____ Mall width (402.8.1)
- _____ Occupant load (402.8.2 - 402.8.2.4)
- _____ Egress (402.8.3 - 402.8.7)
- _____ Security grilles and doors (402.8.8)

HIGH-RISE BUILDINGS (403)

- Construction (403.2) ✓
- Automatic sprinkler system (403.3)
- Smoke detection (403.4.1)
- Fire alarm system (403.4.2)
- Standpipes (403.4.3)
- Emergency voice/alarm systems (403.4.4)
- Emergency responder radio coverage (403.4.5)
- Fire command center (403.4.6)
- Smoke removal (403.4.7) *Part-fire*
- Standby/emergency power (403.4.8)
- Stair remoteness (403.5.1)
- Note* Additional stairway (403.5.2)
- Stairway doors (403.5.3)
- Smokeproof exit (403.5.4)
- Luminous egress path (403.5.5) *Req'd*
- Elevators (403.6) *(91 ft ±)*

MULTIFAMILY DWELLING UNITS (404)

- Use (404.2)
- Automatic sprinkler system (404.3)
- Fire alarm system (404.4)
- Smoke control (404.5)
- Enclosure (404.6)
- Standby power (404.7)
- Interior finish (404.8)
- Travel distance (404.9)
- Interior exit stairways (404.10)

OTHER SPECIAL USE AND OCCUPANCY

- Underground structures (405)
- Motor-vehicle-related occupancies (406, 510)
- Group I-2 (407)
- Group I-3 (408)
- Motion picture projection rooms (409)
- Stages, platforms and technical production areas (410)
- Special amusement buildings (411)
- Aircraft-related occupancies (412)
- Combustible storage (413)
- Hazardous materials (307.1, 414)
- Groups H-1, H-2, H-3, H-4 and H-5 (415)
- Application of flammable finishes (416)
- Drying rooms (417)
- Organic coatings (418)
- Live/work units (419)
- Groups I-1, R-1, R-2, R-3 and R-4 (420)
- Hydrogen fuel gas rooms (421)
- Ambulatory care facilities (422)
- Storm shelters (423)
- Children's play structures (424)
- Hyperbaric facilities (425)
- Combustible dusts (426)

FIRE PROTECTION (Chapters 6, 7, 8, 9)

FIRE-RESISTANCE-RATED CONSTRUCTION (Tables 601 & 602 and Chapter 7)

Note: Entry in indicates required rating in hours. NC indicates noncombustible construction required.

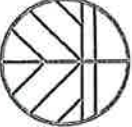
- Construction classification (602)
- COMBUSTIBILITY (602.2, 602.3, 602.4, 602.5, 603)**
- Exterior walls
- Interior elements
- Roof

FIRE-RESISTANCE RATINGS AND FIRE TESTS (703)

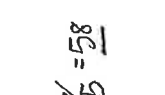
- See attached* Ratings / Combustibility (703.2, 703.4, 703.5)
- Alternative methods (703.3, 719, 721, 722)
- Rated glazing (703.6)
- Marking and identification (703.7)

THE SAFETY PLAN LEGEND
 NEUMANN SMITH
 ARCHITECTS

CONTRACT NO. 2018-103
 SOUTHFIELD-SWIFT
 400 OAKMAN DRIVE
 SOUTHFIELD, MI 48076
 PHONE 248.342.2000
 FAX 248.342.1821
 WWW.NEUMANN-SMITH.COM



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 ONE ANN ARBOR
 ANN ARBOR, MI 48106



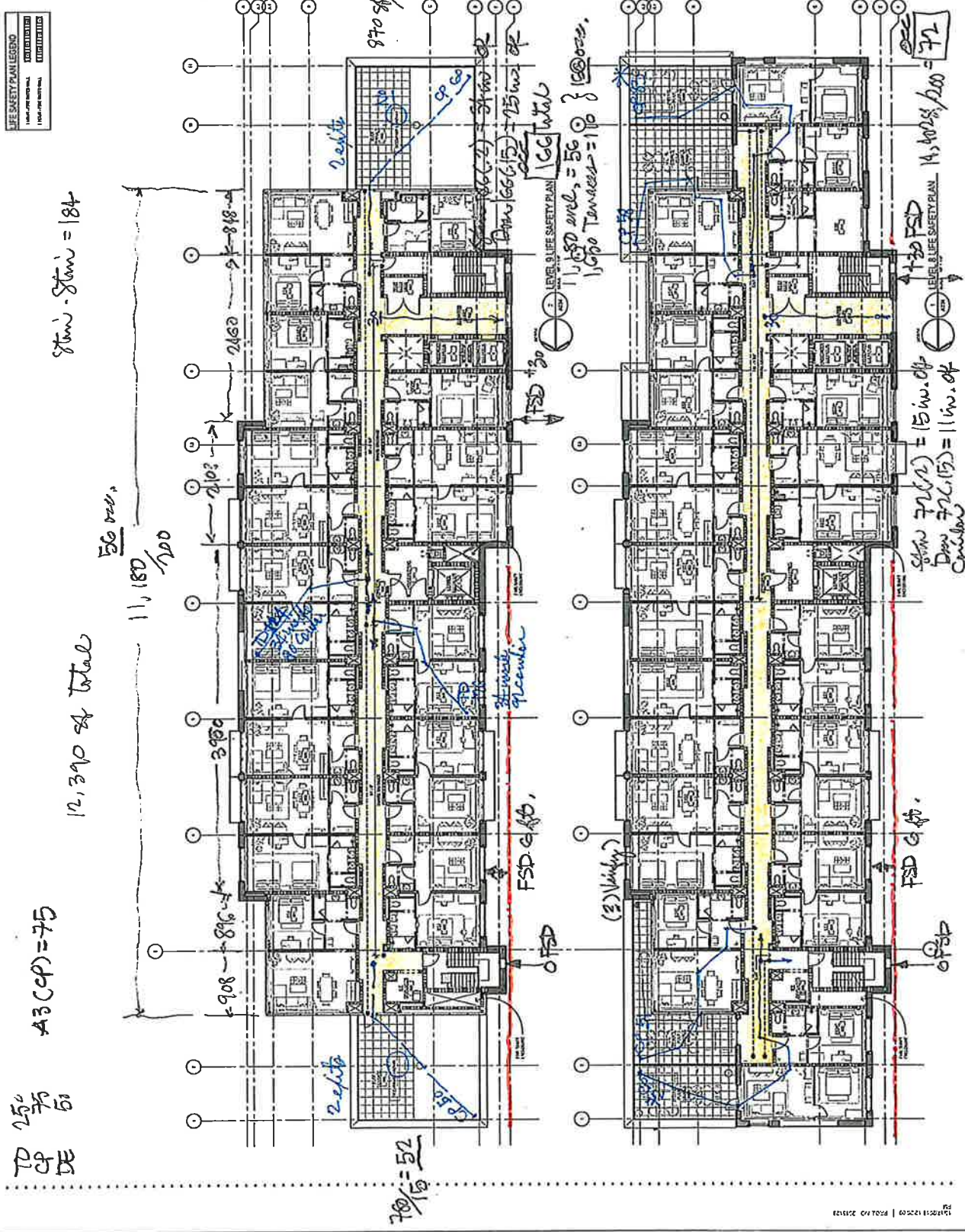
SCOTT YONKER
 PROFESSIONAL ENGINEER
 STATE OF MICHIGAN
 NO. 61947
 EXPIRES 12/31/2022

8/15/20
 8/15/20

16.12.2019 Permit and Seal
 05.22.2019 Approval
 01.12.2019 Construction
 01.27.2019 Submittals
 02.22.2019 Design Development

2018/103
 EIGHTH AND NINTH
 FLOOR LIFE AND
 SAFETY PLAN

Scale: 1/8" = 1'-0"
 A024



150
 CF
 DE

A3 (CF) = 75

12,390 sq Total

Stair - Stair = 184

56 over

11,180

700

3950

890

908

2160

2103

818

700 / 15 = 52

870 sf / 15 = 58

Curlow = 15 of

FSD 6 ft.

(2) Velocity

FSD 6 ft.

Stair 721(15) = 15 in. off
 Down 721(15) = 11 in. off
 Curlow

FSD +30
 LEVEL 8 LIFE SAFETY PLAN
 14,800 sq / 100 = 72

IB

BUILDING ELEMENTS (Table 601)

Structural frame (704)

Interior bearing walls

Interior nonbearing walls

Floor construction (711)

Roof construction (711)

Atriums (707.3.6)

Incidental uses (707.3.7)

Control areas (707.3.8)

Mixed occupancy and fire area separations (707.3.9, 707.3.10, 901.7)

Construction (707.2, 707.5 - 707.10)

EXTERIOR WALLS (507, Table 602, 705, 707.4)

North East South West
Fire separation distance (See attached W. Side) all other (N, S, E) + 30 ft

Bearing

Nonbearing

Projections (705.2) None W side 30 ft. all N, S, E
 Materials/stability (705.4, 705.6)

Noted Opening protection (705.8.1 - 705.8.4) (See attached W Side)

NA Vertical fire spread protection (705.8.5, 705.8.6) 2

OK Parapets (705.11) 3

FIRE BARRIERS (707)

Shaft enclosures (707.3.1)

Interior exit stairway/ramp (707.3.2)

Exit access stairway/ramp (707.3.3)

Exit passageway (707.3.4)

Horizontal exits (707.3.5)

VERTICAL OPENINGS (712)

Noted Compliance (712.1.1 - 712.1.16) Atrium OK Elevator - Note lobby

SHAFTS (713)

Construction (713.2 - 713.12, 713.14)

Refuse and laundry chutes (713.13) 90 minute doors

OTHER FIRE-RESISTANT CONSTRUCTION

Fire walls (706)

Fire partitions (708)

Smoke barriers (709)

Smoke partitions (710)

Penetrations (714)

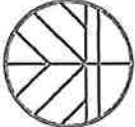
Fire-resistant joint systems (715)

Opening protectives (716)

Dampers (717)

Concealed spaces (718)

Thermal- and sound-insulating materials (720, 807)



**ANN ARBOR
 AUTOGRAPH
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One American
 Drive, Ann Arbor, MI 48104

EXTERIOR FINISH LEGEND

	PRECAST CONCRETE SLAB
	PRECAST CONCRETE WALL
	PRECAST CONCRETE COLUMN
	PRECAST CONCRETE BEAM
	PRECAST CONCRETE DECK
	PRECAST CONCRETE SLAB ON GRADE
	PRECAST CONCRETE FOUNDATION

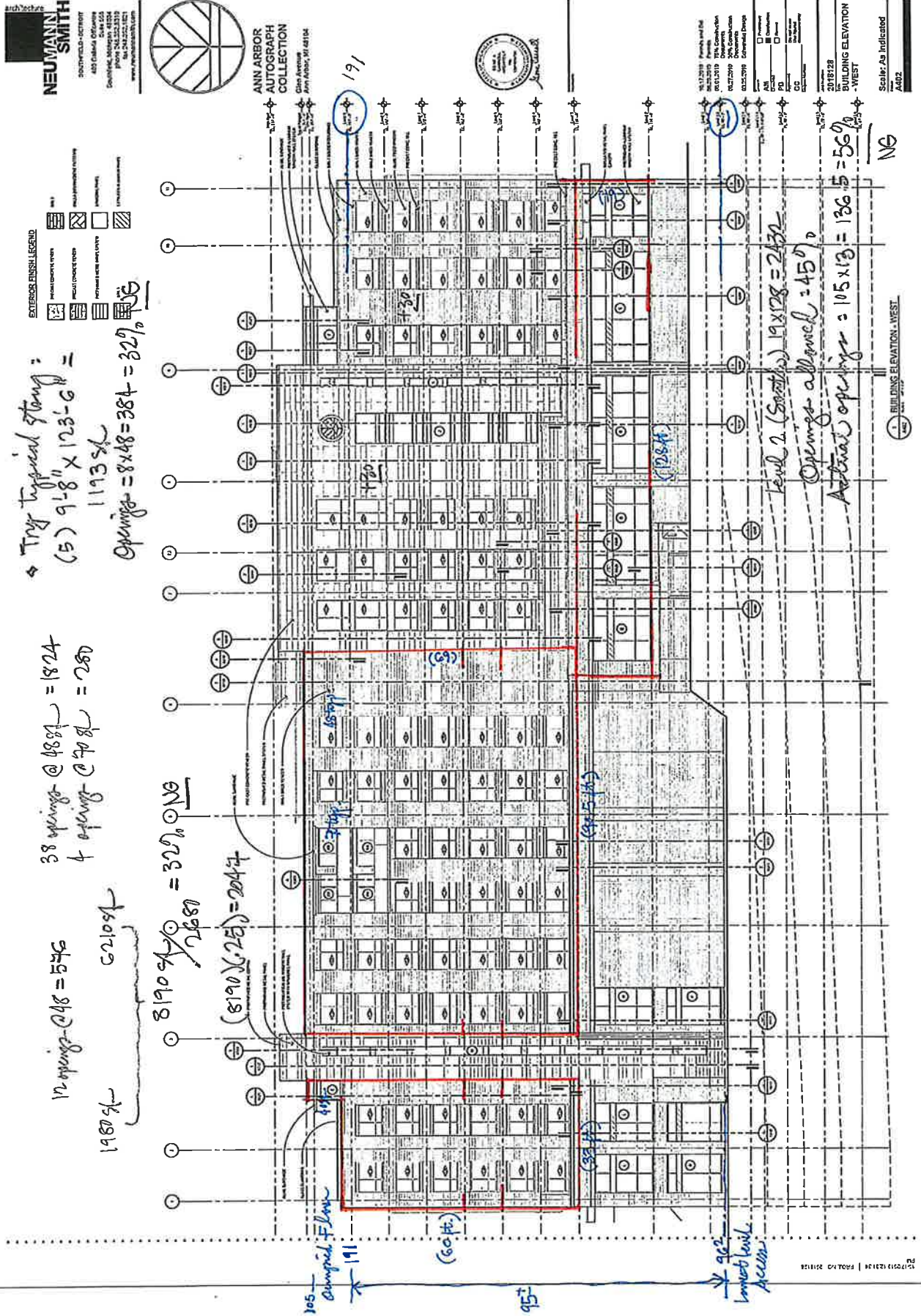
Try typical stang:
 (5) 9'-8" x 12.3'-6" =
 1193' x
 Opening = 8 x 48 = 384 = 329' x

38 openings @ 48' = 1824
 4 openings @ 70' = 280

1980' x
 62,109'

8190' x
 2680' = 302' x 190'

(8190 x 0.25) = 2047'



Level 2 (Struct) 19 x 28 = 2432
 Opening allowed = 450'
 Actual opening = 105 x 13 = 1365 = 56%

NG
 BUILDING ELEVATION - WEST

Scale: As Indicated
 A402

Fire-Resistance Ratings

	Walls			
Street <u>A051</u>	(P.5)	U404	Metal Studs (2)	✓
	(S-1/2)	415(?)	Metal C1/2	✓
	Internal Walls (P.3)	U420	Metal Stud (2)	✓
	(P.4)	U407	Metal Stud (1)	✓
	Spray Wall Systems	AER-09038 (USG Reports)	(1)	✓

(3) Street A502 External Walls → V454 typical? Walls/Parts ✓

<u>A502</u>	Spray fire proofing	ULN-706	Beam for floor/clg. (SFRM)	✓
		X771	Columns	✓
		X772		✓
A502		P732	Roof Clg SFRM	✓
		D925	Floor Ceiling SFRM	✓

INTERIOR FINISHES (Chapter 8)

- | | |
|--|--|
| <p>_____ Smoke development
(803.1.1, 803.1.2, 803.11,
Table 803.11)</p> <p>_____ Flame spread
(803.1.1, 803.1.2, 803.11,
Table 803.11)</p> <p>_____ Textile/expanded vinyl coverings
(803.1.3, 803.1.4, 803.5 - 803.8)</p> | <p>_____ Floor finish (804)</p> <p>_____ Combustible materials (805)</p> <p>_____ Decorations and trim (806)</p> <p>_____ Acoustical ceiling systems (808)</p> |
|--|--|

FIRE PROTECTION (Chapter 9)

AUTOMATIC SPRINKLER SYSTEMS (903)

(Where required)

Notes NFPA B

- _____ Assembly (A-1, A-2, A-3, A-4, A-5)
(903.2.1)
- _____ Ambulatory health care facilities (B)
(903.2.2)
- _____ Educational (E) (903.2.3)
- _____ Factory/Industrial (F-1) (903.2.4)
- _____ High-hazard (H-1, H-2, H-3, H-4, H-5)
(903.2.5)
- _____ Institutional (I-1, I-2, I-3, I-4) (903.2.6)
- _____ Mercantile (M) (903.2.7)
- _____ Residential (R) (903.2.8)
- _____ Storage/Repair garage (S-1) (903.2.9)
- _____ Parking garages (903.2.10)
- _____ Windowless story (903.2.11.1)
- _____ Rubbish and linen chutes (903.2.11.2)
- _____ Buildings over 55 ft. high (903.2.11.3)
- _____ Incidental uses (Table 509)
- _____ Additional required systems
(Table 903.2.11.6)
- _____ International Fire Code (IFC 903.2.11.6)

AUTOMATIC SPRINKLER SYSTEMS* (903)

(Design)

- _____ Shop drawings (107.2.2)
- Revised* _____ NFPA 13 system (903.3.1.1)

- N/A* _____ NFPA 13R system (903.3.1.2)
 - N/A* _____ NFPA 13D system (903.3.1.3)
 - _____ Quick-response and residential heads
(903.3.2)
 - _____ Actuation (903.3.4)
 - _____ Water supplies (903.3.5)
 - _____ Hose threads (903.3.6)
 - _____ Fire department connections (903.3.7)
 - _____ Limited area sprinkler system (903.3.8)
 - _____ Sprinkler monitoring and alarms (903.4)
- * Also see Fire Code Sprinkler Plan Review Record
- ### ALTERNATIVE AUTOMATIC FIRE-EXTINGUISHING SYSTEMS (904)
- _____ Installation (904.3)
 - _____ Wet-chemical systems (904.5)
 - _____ Dry-chemical systems (904.6)
 - _____ Foam systems (904.7)
 - _____ Carbon dioxide systems (904.8)
 - _____ Halon systems (904.9)
 - _____ Clean-agent systems (904.10)
 - _____ Automatic water mist system (904.11)
 - _____ Commercial cooking systems
(903.2.11.5, 904.2.2, 904.12)
 - _____ Domestic cooking in Group I-2 (904.13)

FIRE PROTECTION (continued)

Required

STANDPIPE SYSTEMS (905)

- _____ Installation standard (905.2)
- Noted* _____ Building height (905.3.1)
- _____ Group A (905.3.2)
- _____ Covered and open malls (905.3.3)
- _____ Stages (905.3.4)
- _____ Underground buildings (905.3.5)
- _____ Heliports/heliports (905.3.6)
- _____ Marinas/boatyards (905.3.7)
- _____ Rooftop gardens/landscaped roofs (905.3.8)
- _____ Hose connections and locations (905.1, 905.4, 905.5, 905.6)
- _____ Cabinets (905.7)
- _____ Dry standpipes (905.8)
- _____ Valve supervision (905.9)

PORTABLE FIRE EXTINGUISHERS (906)

- _____ Required locations (906.1, 906.5, 906.6)
- _____ Installation standard (906.2)
- _____ Size and distribution (906.3)
- _____ Cabinets (906.8)
- _____ Installation (906.9)

FIRE ALARM AND DETECTION SYSTEMS (907) (Where required)

- Noted* _____ Construction documents/shop drawings (907.1.1, 907.1.2)
- _____ Assembly (A-1, A-2, A-3, A-4, A-5) (907.2.1)
- _____ Business (B) (907.2.2)
- _____ Educational (E) (907.2.3)
- _____ Factory (F-1, F-2) (907.2.4)
- _____ High-hazard (H-5/organic coatings/highly toxic gases/organic peroxides/oxidizers) (907.2.5)
- _____ Institutional (I-1, I-2, I-3, I-4) (907.2.6)
- _____ Mercantile (M) (907.2.7)
- _____ Residential (R-1, R-2, R-4) (907.2.8, 907.2.9, 907.2.10)
- _____ Single/multiple station smoke alarms (907.2.11)
- _____ High-rise buildings (907.2.13)
- _____ Atriums (907.2.14)
- _____ Other buildings/areas (907.2.12, 907.2.15 - 907.2.23)

FIRE ALARM AND DETECTION SYSTEMS (907)

- (Design)
- Noted* _____ Residential smoke alarm interconnection (907.2.11.5)
- _____ Residential smoke alarm power source (907.2.11.6)
- _____ Smoke detection system (907.2.11.7)
- _____ Fire safety functions (907.3)
- _____ Initiating devices (907.4)
- _____ Occupant notification (907.5)
- _____ Installation (907.6, 907.7)

EMERGENCY ALARM SYSTEMS (908)

- _____ Detection system applicable (908.1 - 908.7)

SMOKE CONTROL SYSTEMS (909)

- Noted* _____ Where required (402.7.2, 404.5, 405.5, 408.9, 410.3.7.2, 1023.11, 1029.6.2.1)
- _____ Design requirements (909.1 - 909.4)
- _____ Smoke barriers (909.5)
- _____ Pressurization method (909.6)
- _____ Airflow design method (909.7)
- _____ Exhaust method (909.8)
- _____ Design fire (909.9)
- _____ Equipment/Power (909.10, 909.11)
- _____ Detection and control (909.12 - 909.18)
- _____ Smokeproof enclosures (909.20)
- _____ Elevator hoistway pressurization (909.21)

SMOKE AND HEAT REMOVAL (910)

- Noted* _____ Where required (910.2)
- _____ Smoke and heat vents (910.3)
- _____ Mechanical alternative (910.4)

FIRE COMMAND CENTER (911)

- Indicated* _____ Requirements (911.1.1 - 911.1.6)

FIRE DEPARTMENT CONNECTIONS (912)

- _____ Installation (912.1 - 912.6)

FIRE PUMPS (913)

- _____ Requirements (913.1 - 913.5)

EMERGENCY RESPONDER SAFETY FEATURES/ RADIO COVERAGE (914, 916)

- _____ Requirements (914.1, 914.2, 916.1)

CARBON MONOXIDE DETECTORS (915)

- Required* _____ Requirements (915.1 - 915.6)

(See attached)

OCCUPANT NEEDS (Chapters 10, 11, 12)

MEANS OF EGRESS (Chapter 10)

OCCUPANT LOAD (1004.1.2 and Table 1004.1.2, 1004.4)

Location	Floor Area	+ Sq. ft./ person	= Occt. load	Other occt. loads	Total

CAPACITY OF EGRESS COMPONENTS (1005.3.1, 1005.3.2)

Location	Egress width (Inch/occupant)
Stairways	0.2
Other egress component	0.15

Location	Stairways	Other egress components
----------	-----------	-------------------------

O Verify BIA Common System

NUMBER OF EXITS/EXIT ACCESS (1006)

Location	Required	Shown
----------	----------	-------

O Note level 2 - 4 required

↳ Distributed 3 of
No "Main" Entry to level 2

	TD	CP	DE	
✓ A	250	75	20	Flow 1.02
✓ B.1	250	75	50	Flow 1.09
✓ B.2	400	100	50	Flow 1.04

MEANS OF EGRESS (continued)

See analysis on Reduced plan set

GENERAL MEANS OF EGRESS

- Design requirements (1003.2 - 1003.7)
- Noted Encroachment (1005.7)
- Noted Means of egress illumination (1008)
- Verify Exit signs (1013) (Field)
- Noted Accessible means of egress (1009) - Verify
- OK Door size/swing/opening force (1010.1 - 1010.1.3)
- NA Special doors/Gates/Turnstiles (1010.1.4, 1010.2, 1010.3)

- Door landings/Thresholds/Arrangement (1010.1.5 - 1010.1.8)
- Noted Door hardware (1010.1.9, 1010.1.10)
- OK Stairways (1011) T/R/Parking
- OK Roof access (1011.12)
- Ramps (1012)
- Handrails (1014)
- Guards (1015) NR Wdms (1015.8 - R-1)
- OK Luminous egress path markings (1025)

(See reduced plans)

(See specs-10-1443 (attached))

EXIT ACCESS

- OK Exit access configuration (1007.1.1 - 1007.1.3)
- OK Common path of egress travel (Table 1006.2.1)
- OK Intervening spaces (1016.2, 1016.2.1)
- OK Exit access travel distance (1017)

- Noted Aisles (1018)
- OK Exit access stairways/ramps (1019) - ~~1/104~~
- OK Corridors (1020)
- Air movement in corridors (1020.5)
- NA Egress balconies (1021)

(See attached/above)

EXITS / EXIT DISCHARGE

- Exits/Exit doors (1006, 1022)
- OK Exit configuration (1007.1.1, 1007.1.2)
- OK Interior exit stairways/ramps (1023)
- Exit passageways (1024)

- Horizontal exits (1026)
- Exterior exit ramps/stairways (1027)
- OK Exit discharge (1028) ~~OK~~ ~~1~~ < 50%

Easily Recognized

OTHER MEANS OF EGRESS

- NA Miscellaneous egress requirements (1006.2.2.1 - 1006.2.2.5)
- NA Bleachers (1029.1.1)
- OK Assembly exits & egress (1029.2 - 1029.5)

- Noted Assembly aisles & features (1029.6 - 1029.16)
- NA Emergency escape and rescue (1030) ~~1/105~~

(Reviewed, C. Stang)

ACCESSIBILITY* (Chapter 11)

- Scoping requirements (1103)
- OK Accessible route (1104)
- OK Accessible entrances (1105)
- OK Parking and passenger loading (1106)

- See Analysis Dwelling units and sleeping units (1107)
- Special occupancies (1108)
- See Elevator Features and facilities (1109)
- None Recreational facilities (1110)
- Signage (1111)

*Also see Accessibility Plan Review Record

Catherine Ann Development Company, LLC
2999 NE 191st Street, Suite 800
Aventura, FL 33180

March 18, 2020

Glen Dempsey, Building Official
City of Ann Arbor
301 E Huron St
Ann Arbor, MI 48104
734.794.6000 Ext 42660

RE: Plan Review Responses for Permit #BLDG19-2437

Dear Mr. Dempsey:

In response to the following review comment: *"Please provide a letter from the owner indicating whether or not any sleeping units are intended to be occupied as residences."*

It is through this letter that we would like to attest that based on our interpretation of the 2015 Michigan Building Code no sleeping units within this project are intended to be occupied as "residences".

Feel free to reach out with any questions or comments.

Best Regards,



Robert Finvarb
Manager



LIFE SAFETY PLAN LEGEND	EXISTING	PROPOSED
	---	---

Bldg =
 2,712 total
 - 88 (4th tower changed
 49 to 5 arch) = 1,440
 2,624 total
 (st) / (no Assembly) = 1,411 = 53% one level = A

Bldg B:
 $2733/15 = 182$
 8 mpool @ 12 = 8.7 dk
 $2733/7 = 390$ wrap,

$312(15) = 46.8$ in,
 $A = 3 @ 32$ in = 96 dk

* 993 + Prefunctions (?) = + 1K = 4 spots
 (176) revised = 1,269 Revised

1007 Prefunctions

A = 355
 B = 182
 Pref = 470 starting

Intake square

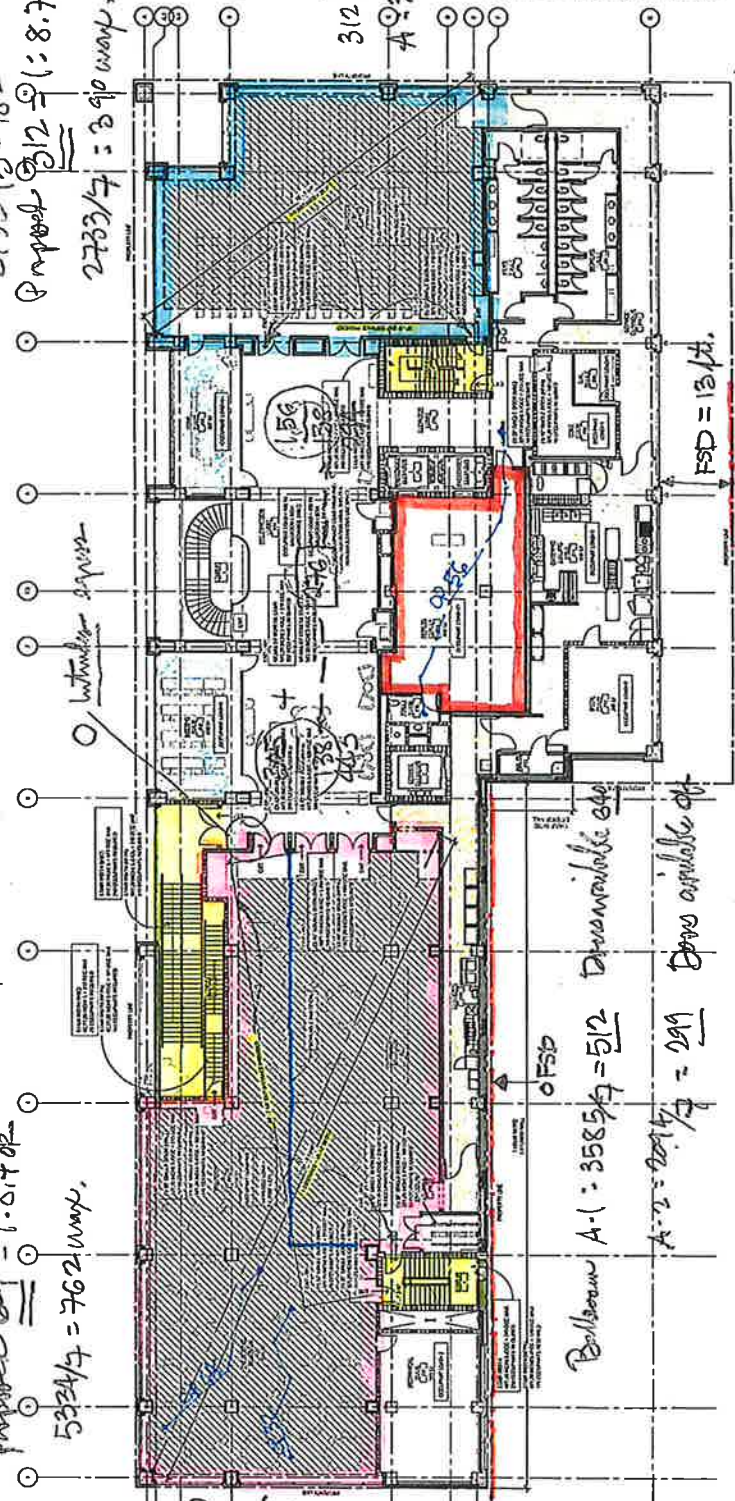
Bldg A: $5334/15 = 355$
 Proposed $609 = 1:8.7$ dk
 $5334/7 = 762$ wrap,

v A = desirable site
 3 days @ 1 =
 $96/15 = 642$ in

TD 250
 OP 75
 DE 20

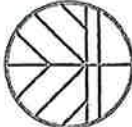
Bldg B
 A-1: $3585/7 = 512$ Dimensional eq
 A-2: $2094/7 = 299$ Dimensional eq

FSD = 13 ft.



LIFE SAFETY PLAN LEGEND
 UNFINISHED FLOOR
 FINISHED FLOOR

NEUMANN SMITH
 SOUTHFIELD - DETROIT
 420 Oakman Crossing
 Southfield, Michigan 48076
 Phone 248-352-2111
 Fax 248-352-2122
 www.neumannsmith.com



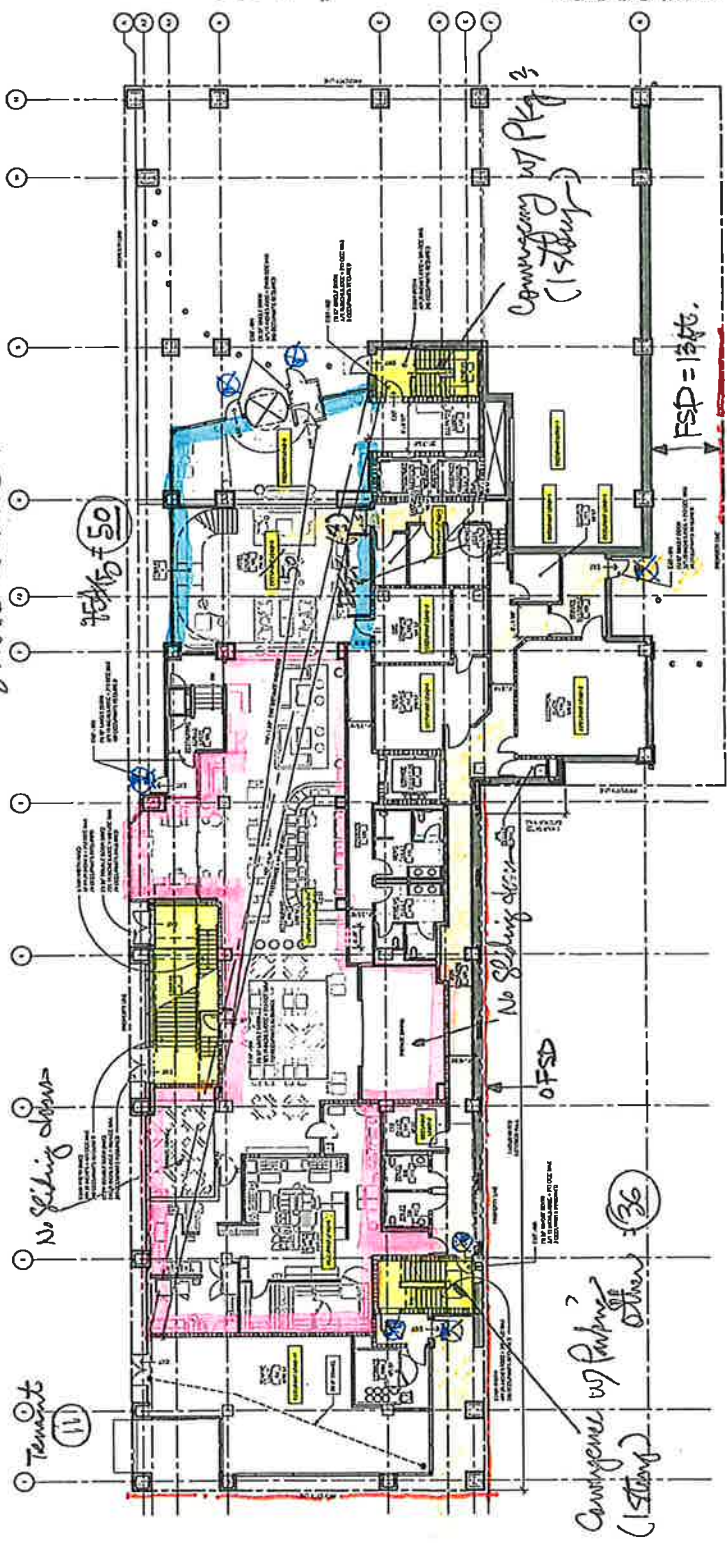
**ANN ARBOR
 AUTOGRAPH
 COLLECTION**
 One Avenue
 Ann Arbor, MI 48104



15.17.2018 Permits and Ord
 03/23/2018 Permit
 04/16/2018 2nd Submission
 04/16/2018 3rd Submission
 04/27/2018 Submission
 04/27/2018 2nd Submission
 04/27/2018 3rd Submission
 04/27/2018 4th Submission
 04/27/2018 5th Submission
 04/27/2018 6th Submission
 04/27/2018 7th Submission
 04/27/2018 8th Submission
 04/27/2018 9th Submission
 04/27/2018 10th Submission
 04/27/2018 11th Submission
 04/27/2018 12th Submission
 04/27/2018 13th Submission
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 04/27/2018 93rd Submission
 04/27/2018 94th Submission
 04/27/2018 95th Submission
 04/27/2018 96th Submission
 04/27/2018 97th Submission
 04/27/2018 98th Submission
 04/27/2018 99th Submission
 04/27/2018 100th Submission

Check Convergence --
 Doors Total 311 + 110 parking = 421 (.15) = 64 in
 5 = 32 in doors = 160 off
 Doors Total = 311 (.15 doors only) = 47 in
 5 = 32 in doors = 160 off
 Corbels - (.15) (hall min.)
 300/15 = 20 off

• Strim connects only 2 levels
 • Sprinkled off
 • Smoke control NR

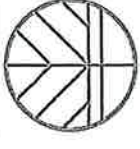


LEVEL 1 LIFE SAFETY PLAN
 Scale: 1/8" = 1'-0"
 A031

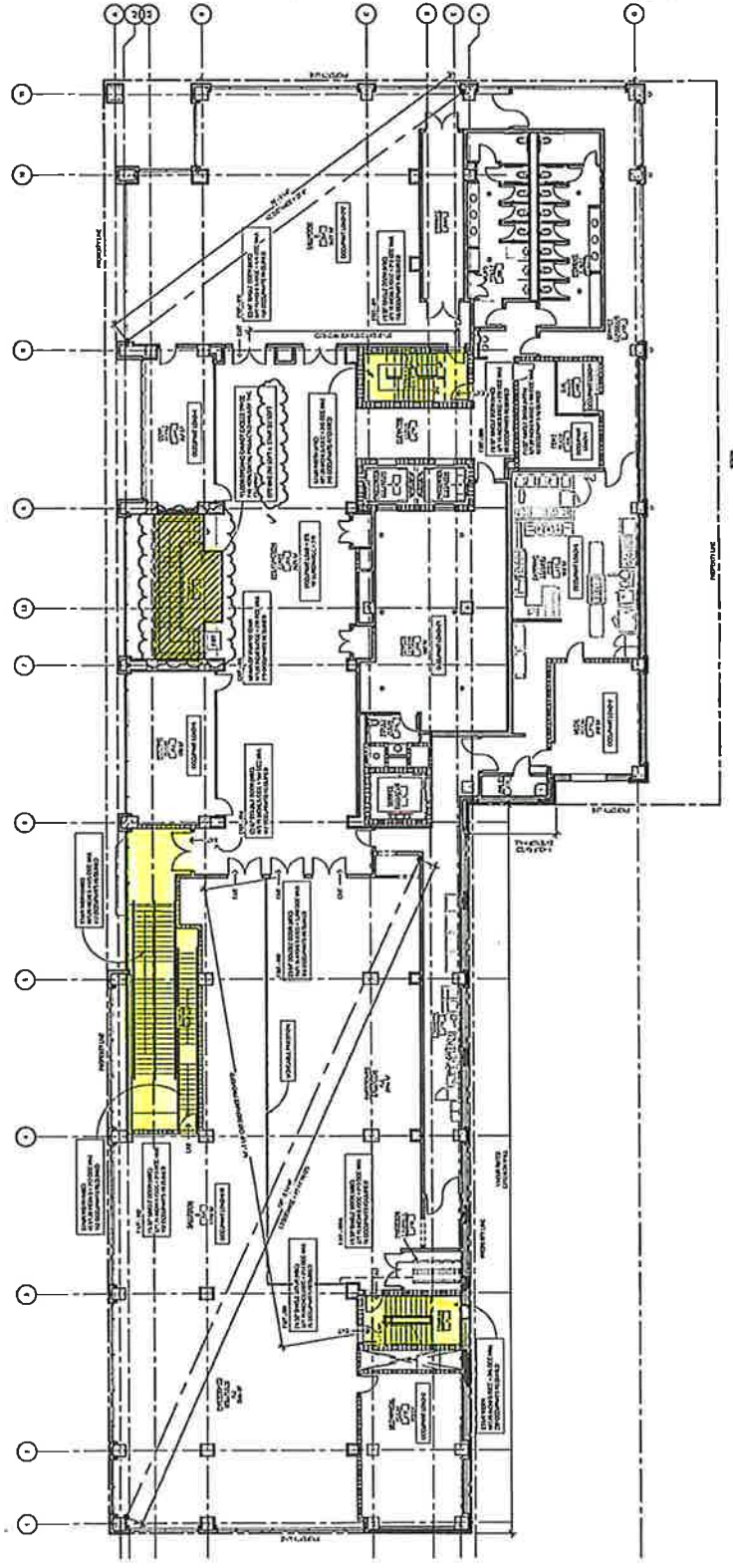
LIFE SAFETY PLAN LESSOR
 FOR THE IMPROVAL
 PROJECTS



**NEUMANN
SMITH**
 ARCHITECTS - INTERIOR
 400 Eureka Center
 Southfield, Michigan 48034
 Phone: 248-332-8310
 Fax: 248-332-8311
 www.neumannsmith.com



**ANN ARBOR
 AUTOGRAPH
 COLLECTION**
 Glen Avenue
 Ann Arbor, MI 48104



10.15.2019 Addendum #2
 04.18.2020 Addendum #1
 03.03.2020 City Comments
 02.12.2019 Permit
 08.06.2019 Municipal #2 Permit
 08.01.2019 City Comments
 06.27.2019 City Comments
 06.23.2019 Design Development

Prepared by	Checked by
Reviewed by	Approved by
Scale	Sheet No.
Project No.	Sheet Title

10/15/2019
 SECOND FLOOR LIFE
 SAFETY PLAN

Scale: 1/8" = 1'-0"
 10/15/2019



ROOF ACCESS

1011.12 MISC
306.5 MMC

STAIR = Stairway 1011.1-11
AT = Att. Tread 1011.14 (20ft. Max)
SL = Ships Ladder 1011.15
L = Ladder 1011.16

1-3		Stairs	for New Stairs		
0-4=12		Roof Pitches	0-4=12 Slope		+4=12
Yes	No	Overhead Piping	Yes	No	
(NA)		Elev. Equip Access	(NA)	Yes	(NA)
STAIR- 1006.3 + 1016 1022	+16ft. hts. MMC L (306.5) (or) L Receiver (306.3) MMC	Required Vertical of Roofing Perf.	STAIR* 1006.3 1011.12.1 + 1016 1022	STAIR* 1011.12.1	STAIR* AT <u>L</u>
Interior Hatch (or) Exterior Ladder Receiver 22ft. Blage.	Roof Access Points	Penthouse 1510.2	Penthouse 1510.2 (or) Hatch/Trapdoor 16sq area 2ft. dimension		Nothing Specified
<p>* Stamp pipe * From corner points to service roof (or) * At highest landing of Stairway * Required by 1011.12 * ABC 905.8</p>					

□ Platform for work equipment MMC 306.5.1 Required
at Roof +3:12
Then 30 wide platform + guards required

SECTION 10 1443 - INTERIOR SIGNAGE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Interior directional and informational signs.
- B. Stairway Identification signs
- C. "In Case of Fire" Egress signage at elevators
- D. ADA Compliant Exit Signage
- E. Stair Landing Signage
- F. Luminous egress path marking and other "glow-in-the-dark" signs.

1.02 REFERENCE STANDARDS

- A. 36 CFR 1191 - Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines; current edition.
- B. ADA Standards - Americans with Disabilities Act (ADA) Standards for Accessible Design; 2010.
- C. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2009.
- D. ASTM E2072 - Standard Specification for Photoluminescent (Phosphorescent) Safety Markings; 2014.
- E. UL 1994 - Luminous Egress Path Marking Systems; Current Edition, Including All Revisions.

1.03 SUBMITTALS

- A. See Section 01 3323 - Shop Drawings, Product Data, and Samples, for submittal procedures.
- B. Product Data: Manufacturer's printed product literature for each type of sign, indicating sign styles, font, foreground and background colors, locations, overall dimensions of each sign.
- C. Shop Drawings: Provide shop drawings for fabrication and erection of signs. Include plans, elevations and large-scale sections of typical members and other components. Show anchors, grounds, reinforcement, accessories, layout and installation details.
 - 1. For signs supported by or anchored to permanent construction, provide setting drawings, templates, and directions for installation of anchor bolts and other anchors to be installed as a unit of Work in other Sections.
- D. Samples: Submit two samples of each type of sign, of size similar to that required for project, illustrating sign style, font, and method of attachment.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years of documented experience, with a record of successful in-service performance, and sufficient production capacity to produce sign units required without causing delay in the Work.
- B. Single-Source Responsibility: For each separate type of sign, required, obtain signs from one source from a single manufacturer.
- C. Design Criteria: The drawings indicate size, profiles, and dimensional requirements of signs and are based on the specific type and model indicated.
 - 1. Signs by other manufacturers may be considered provided that deviations in dimensions and profiles are minor and do not change the design concept as judged by the Architect.
 - 2. The burden of proof of equality is on the proposer.
- D. Code Compliance: All signs must meet the requirements of the current State of Michigan Barrier Free Design Law.

2. Corners: Square.

B. Color and Font: Programmable

2.05 PHOTOLUMINESCENT MEDIA

A. High-Impact Plastic Guidance Strips:

1. Complies with ASTM E2072.
2. Width: 1 inch.
3. Mounting: As recommended by manufacturer for material selected.

B. Polyester Tape Guidance Strips:

1. Complies with UL 1994 and ASTM E2072.
2. Width: 1 inch.

2.06 ACCESSORIES

A. Concealed Screws: Stainless steel, galvanized steel, chrome plated, or other non-corroding metal.

2.07 FINISHES

A. Colors and Surface Textures: For exposed sign material that requires selection of materials with integral or applied colors, surface textures or other characteristics related to appearance, provide color matches indicated, or if not indicated, as selected by the Architect from the manufacturer's standards.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that substrate surfaces are ready to receive work.

3.02 INSTALLATION

- A. Locate sign units and accessories where indicated, using mounting methods of the type described and in compliance with the manufacturer's instructions.
- B. Install signage level, plumb and at height in compliance with ADA requirements. Signage surfaces shall be free from distortion or other defects in appearance.
- C. Locate signs and mount at heights indicated on drawings and in accordance with ADA Standards and ICC A117.1. Align edge of signage 2 inches from edge of door jamb, unless otherwise indicated or required for compliance with ADA standards and ICC A117.1. Use mounting method indicated.
- D. At completion of the installation, clean soiled sign surfaces per manufacturer's instructions. Protect from damage until Substantial Completion; repair or replace damaged items. Replace all damaged defective signs with new units.

END OF SECTION 10 1443

1.05 LEED PERFORMANCE CRITERIA

- A. Regional Materials: Building materials should be manufactured and extracted/harvested within a 100 mile (160 km) radius of the project site. The Contractor will make all attempts to maximize the procurement of materials within this specified 100 mile radius. Utilize GPS straight-line distance calculator, found at: www.gpsvisualizer.com/calculators to verify distance.
- B. Recycled Content of Materials: The pre-consumer (a.k.a. post-industrial) and/or post-consumer recycled content (by weight) of the products and materials shall be identified and documented. The Contractor will make all attempts to maximize the procurement of materials with recycled content. Recycled content of materials shall be defined according to the Federal Trade Commission's "Guide for the Use of Environmental Marketing Claims," 16 CFR 260.7 (e): (<http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&SID=3d5c4ee1b75d3cb33194a6ec045cdbf9&rqn=div5&view=text&node=16:1.0.1.2.24&idno=16>) and claims should be certified by an independent third party when possible.
- C. VOC Limits: All field-applied adhesives, sealants, paints/coatings, flooring, composite wood, ceilings, walls, thermal insulation, and acoustical insulation used on the interior of the building shall meet the volatile organic compound (VOC) and chemical component limitations as defined in LEED.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Package signs as required to prevent damage before installation.

1.07 PROJECT CONDITIONS

- A. Field Measurements: Take field measurements prior to preparation of shop drawings and fabrication to ensure proper fitting. Show recorded measurements on final shop drawings. Coordinate fabrication schedule with construction progress.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Flat Signs:
 - 1. 2/90 Sign Systems
 - 2. APCO Graphics, Inc.
 - 3. ASI Sign Systems, Inc.
 - 4. Cosco Industries (ADA signs): www.coscoarchitecturalsigns.com.
 - 5. Cosco Industries (non-ADA signs): www.coscoarchitecturalsigns.com.
 - 6. Inpro: www.inprocorp.com/#sle.
 - 7. Takeform
- B. Other Signs - _____:

2.02 SIGNAGE APPLICATIONS

- A. Accessibility Compliance: Signs are required to comply with ADA Standards and ICC A117.1 and applicable building codes, unless otherwise indicated; in the event of conflicting requirements, comply with the most comprehensive and specific requirements.
- B. Interior Directional and Informational Signs: Electric LED signage
 - 1. Sign Type: TBD
 - 2. Sizes: TBD
- C. Luminous Egress Path Marking and Other "Glow-in-the-Dark" Signs: Photoluminescent media.

2.03 NON-TEXT GRAPHICS

- A. Obtain Art Copy from Owner prior to completing shop Drawings. Submit shop Drawing indicating Art work to Owner for final approval.

2.04 SIGN TYPES

- A. Flat Signs: Signage media without frame.
 - 1. Edges: Square.

DESIGN LOADS (continued)

Wind loads (1603.1.4, 1609; Chapters 26 - 31 of ASCE 7)

Note - 170
 Note - III

- _____ Design procedure (1609.1.1, 1609.6, Chapters 26 - 31 of ASCE 7)
- _____ Alternate all-heights method (1609.6)
- _____ Wind speed (1609.3; Fig. 26.5.1 of ASCE 7)
- _____ Risk category (Table 1604.5; Table 1.5-1 of ASCE 7)
- B _____ Surface roughness/Exposure categories (1609.4; 26.7 of ASCE 7)
- _____ Internal pressure coefficient (26.11, Table 26.11-1 of ASCE 7)
- _____ Component and cladding pressures (Chapter 30 of ASCE 7)
- _____ Main wind-force resisting system (1609.5; 27.4, 27.6, 28.4, 28.6 of ASCE 7)

Earthquake design data (1603.1.5, 1613; Chapters 11 - 13 and 15 - 23 of ASCE 7)

- II _____ Risk category (Table 1604.5; Table 1.5-1 of ASCE 7)
- _____ Seismic importance factor, I_e (11.5.1, Table 1.5-2 of ASCE 7)
- _____ Mapped spectral response acceleration parameters, S_s and S_1 (1613.3.1; 11.4.1 of ASCE 7)
- _____ Design spectral response parameters, S_{DS} and S_{D1} (1613.3.4; 11.4.4 of ASCE 7)

C _____ Site class (1613.3.2; 11.4.2, Chapter 20 of ASCE 7)

- 1 _____ Seismic design category (1613.3.5; 11.6 of ASCE 7)
- _____ Basic seismic-force-resisting system (Table 12.2-1 of ASCE 7)
- _____ Response modification coefficient, R (Table 12.2-1 of ASCE 7)
- _____ Seismic response coefficient, C_s (12.8.1.1 of ASCE 7)
- _____ Analysis procedure (12.6 of ASCE 7)
- _____ Design base shear (12.8 of ASCE 7)

Flood loads (1603.1.7, 1612)

- _____ Flood hazard area (1612.3)
- _____ Documentation (1612.5)

Ice loads (1614; Chapter 10 of ASCE 7)

_____ Compliance

Other loads

- _____ Concentrated live loads (1607.4)
- _____ Partition loads (1607.5)
- _____ Impact loads (1607.9)
- _____ Misc. loads (1607.6, 1607.7, 1607.8, 1607.13, 1607.14, 1610, 1611, 2404)

Structural Integrity (1615)

- _____ Design requirements (1615.1 - 1615.4)

SPECIAL INSPECTIONS AND TESTS (Chapter 17)

- _____ Approvals/Research report(s) (1703, 1703.4.2) Report No. _____
- _____ Statement of special inspections (1704.3)
- _____ Report requirement/submittal to building official (1704.2.4, 1704.5)
- _____ Prefabricated items (1704.2.5, 1705.10)
- _____ Steel construction (1705.2)
- _____ Concrete construction (1705.3, 1901.6)
- _____ Masonry construction (1705.4, 2101.3)
- _____ Wood construction (1705.5)

- _____ Sprayed fire-resistant materials and coatings (1705.14, 1705.15)
- _____ EIFS (1705.16)
- _____ Fire-resistant penetrations and joints (1705.17)
- _____ Smoke control (1705.18)
- _____ Wind requirements (1704.3.3, 1705.11)
- _____ Seismic resistance (1704.3.2, 1705.12, 1705.13)
- _____ Contractor responsibility (1704.4)
- _____ Structural observations (1704.6)
- _____ Testing (other) (1706 - 1709)

Note _____ Prepared fill and foundations (1705.6 - 1705.9)

Auger cut pile work - Noted Special Inspections

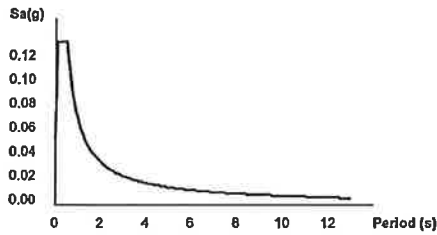
ATC Hazards by Location

Search Information

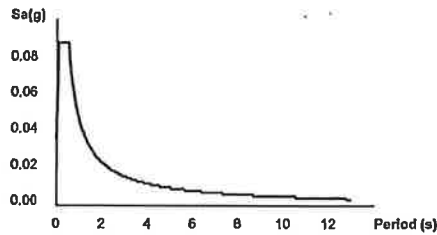
Address: 201 Glen Ave. Ann Arbor, MI
 Coordinates: 42.2824739, -83.7358509
 Elevation: 849 ft
 Timestamp: 2020-01-31T14:34:39.657Z
 Hazard Type: Seismic
 Reference Document: ASCE7-16
 Risk Category: II
 Site Class: C



MCE_R Horizontal Response Spectrum



Design Horizontal Response Spectrum



Basic Parameters

Name	Value	Description
✓ S _S	0.104	MCE _R ground motion (period=0.2s) <i>0.094</i>
✓ S ₁	0.048	MCE _R ground motion (period=1.0s)
S _{M,S}	0.135	Site-modified spectral acceleration value
S _{M,1}	0.072	Site-modified spectral acceleration value
✓ S _{D,S}	0.09	Numeric seismic design value at 0.2s SA <i>0.075</i>
✓ S _{D,1}	0.048	Numeric seismic design value at 1.0s SA <i>0.054</i>

Additional Information

Name	Value	Description
SDC	A	Seismic design category
F _a	1.3	Site amplification factor at 0.2s
F _v	1.5	Site amplification factor at 1.0s
CR ₀	0.941	Coefficient of risk (0.2s)
CR ₁	0.901	Coefficient of risk (1.0s)
PGA	0.052	MCE _G peak ground acceleration
F _{PGA}	1.3	Site amplification factor at PGA
PGA _M	0.068	Site modified peak ground acceleration
T _L	12	Long-period transition period (s)
SsRT	0.104	Probabilistic risk-targeted ground motion (0.2s)
SsUH	0.11	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
SsD	1.5	Factored deterministic acceleration value (0.2s)
S1RT	0.048	Probabilistic risk-targeted ground motion (1.0s)
S1UH	0.053	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
S1D	0.6	Factored deterministic acceleration value (1.0s)
PGA _d	0.5	Factored deterministic acceleration value (PGA)

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Disclaimer

ATC Hazards by Location

Search Information

Address: 201 Glen Ave. Ann Arbor, MI
 Coordinates: 42.2824739, -83.7356509
 Elevation: 849 ft
 Timestamp: 2020-01-31T14:25:05.868Z
Hazard Type: Wind



ASCE 7-16

MRI 10-Year 75 mph
 MRI 25-Year 80 mph
 MRI 50-Year 86 mph
 MRI 100-Year 92 mph
 Risk Category I 101 mph
 Risk Category II 107 mph
 Risk Category III 115 mph
 Risk Category IV 120 mph

ASCE 7-10

MRI 10-Year 78 mph
 MRI 25-Year 84 mph
 MRI 50-Year 90 mph
 MRI 100-Year 96 mph
 Risk Category I 105 mph
Risk Category II 115 mph
 Risk Category III-IV 120 mph

ASCE 7-05

ASCE 7-05 Wind Speed 90 mph

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Disclaimer

Hazard loads are interpolated from data provided in ASCE 7 and rounded up to the nearest whole integer. Per ASCE 7, islands and coastal areas outside the last contour should use the last wind speed contour of the coastal area – In some cases, this website will extrapolate past the last wind speed contour and therefore, provide a wind speed that is slightly higher. NOTE: For queries near wind-borne debris region boundaries, the resulting determination is sensitive to rounding which may affect whether or not it is considered to be within a wind-borne debris region.

Mountainous terrain, gorges, ocean promontories, and special wind regions shall be examined for unusual wind conditions.

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ATC Hazards by Location

Search Information

Address: 201 Glen Ave. Ann Arbor, MI
Coordinates: 42.2824739, -83.7358509
Elevation: 849 ft
Timestamp: 2020-01-31T14:25:25.069Z
Hazard Type: Snow



ASCE 7-16

Ground Snow Load 20 lb/sqft

ASCE 7-10

Ground Snow Load 20 lb/sqft

ASCE 7-05

Ground Snow Load 20 lb/sqft

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Disclaimer

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ATC Hazards by Location

Search Information

Address: 201 Glen Ave. Ann Arbor, MI
Coordinates: 42.2824739, -83.7358509
Elevation: 849 ft
Timestamp: 2020-01-31T14:25:43.464Z
Hazard Type: Tornado



ASCE 7-16

Wind Speed **▲ 250 mph**

Sections 423.3 and 423.4 of the 2015 edition of the International Building Code (IBC) require that 911 call stations, emergency operations centers, fire, rescue, ambulance and police stations, and schools with an occupant load of 50 or more, to have an ICC 500 compliant tornado shelter in areas where the design wind speed is 250 mph. The 2018 editions of the IBC and the International Existing Buildings Code (IEBC) extend these tornado shelter requirements to also include additions to existing school campuses.

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Disclaimer

Hazard loads are interpolated from data provided in ASCE 7 per ICC-500 and FEMA P-361 and rounded up to the nearest whole Integer. NOTE: For queries near the 250-mph region boundary, the resulting determination is sensitive to rounding which may affect whether or not it is considered to be within an area requiring the incorporation of a tornado storm shelter as part of the structure under consideration.

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INTERIOR ENVIRONMENT (Chapter 12)

- | | |
|--|---|
| <u>MEP</u> Ventilation (1203, 1503.5)* | <u>Noted</u> Sound transmission (1207) |
| <u>OK</u> Temperature control (1204) | <u>OK</u> Interior space dimensions (1208) |
| <u>OK</u> Lighting (1205) | Access to unoccupied spaces (1209) |
| <u>NA</u> Yards or courts (1206) | Tollet and bathroom requirements (1210, 2509) |

*Also see Mechanical Code Plan Review Record

BUILDING ENVELOPE (Chapters 13*, 14, 15)

*See Energy Conservation Code Plan Review Record

EXTERIOR WALLS (Chapter 14)

- | | |
|--|--|
| Performance requirements (1403) | <u>OK</u> Combustible material restrictions (1406) |
| Materials (1404) | EIFS (1408) |
| Exterior wall coverings/MCM's (1405, 1407) | HPL (1409) |
| | Plastic composite decking (1410) |

ROOF ASSEMBLIES AND ROOFTOP STRUCTURES (Chapter 15)

- | | |
|---|--|
| Weather protection (1503) | Roof coverings (1507) |
| Flashing (1503.2, 1507.2.9, 1507.3.9, 1507.5.7, 1507.7.7, 1507.8.8, 1507.9.9) | <u>Noted</u> Roof insulation (1508) |
| Performance requirements (1504) | Radiant barriers (1509) |
| Fire classification (1505) | Rooftop structures (1510) |
| Materials (1506) | Reroofing (1511) |
| | Solar photovoltaic panels/modules (1512) |

STRUCTURAL SYSTEMS (Chapters 16, 17, 18)

See attached (Note - level III, not II)

STRUCTURAL DESIGN (Chapter 16)

STRUCTURAL DESIGN CALCULATIONS

Submitted for all structural members (106, 107.1, 107.2.1, 1604, 1605)

DESIGN LOADS ON CONSTRUCTION DOCUMENTS (1603)

Uniformly distributed floor live loads (1603.1.1, Table 1607.1)

Floor Area Use	Loads Shown
_____	_____
_____	_____
_____	_____
_____	_____

Live load reduction (1603.1.1, 1607.10, 1607.11)

Roof live loads (1603.1.2, 1607.12)

Roof snow loads (1603.1.3, 1608; Chapter 7 of ASCE 7)

- ✓ 30 Ground snow load, p_g (1608.2; 7.2 of ASCE 7)
- 25 If $p_g > 10$ psf, flat-roof snow load, p_f (7.3 of ASCE 7)
- " 1.0 If $p_g > 10$ psf, snow exposure factor, C_e (Table 7-2, 7.3.1 of ASCE 7)
- ✓ 1.0 If $p_g > 10$ psf, snow load importance factor, I_s (7.3.3, Table 1.5-2 of ASCE 7)
- ✓ 1.0 If $p_g > 10$ psf, roof thermal factor, C_t (Table 7-3, 7.3.2 of ASCE 7)
- Sloped roof snow load, p_s (7.4 of ASCE 7)
- Drift loads (7.7, 7.8 of ASCE 7)
- Width of snow drift (7.7, 7.8 of ASCE 7)
- Ponding instability (1608.3; 7.11 of ASCE 7)

(See Cow Report)

SOILS AND FOUNDATIONS (Chapter 18)

_____ Soils investigations/Reports (1803.1, 1803.2, 1803.3, 1803.6)	_____ Foundation walls, retaining walls and embedded posts and poles (1807)
_____ Soil classification (1803.5)	_____ Foundations (1808)
_____ Excavation, grading and fill (1804)	_____ ^{NA} Shallow foundations (1809)
_____ Dampproofing and waterproofing (1805)	_____ ^{OK} Deep foundations (1810)
_____ Load-bearing values (1603.1.6, 1806)	

STRUCTURAL MATERIALS (Chapters 19, 21, 22, 23)

CONCRETE (Chapter 19)

_____ Plain, reinforced and structural plain concrete design/construction standard specified (1901.2, 1905, 1906)	_____ Construction documents (1901.5)
	_____ Slab provisions (1907)
	_____ Shotcrete (1908)

MASONRY (Chapter 21)

_____ Design method, construction standard specified (2101.2, 2104)	_____ Seismic design (2106)
_____ Masonry units (2103.1)	_____ Glass unit masonry (2110)
_____ Mortar type/grout (2103.2, 2103.3)	_____ Fireplaces/Heaters/Chimneys (2101.3.1, 2111, 2112, 2113)
_____ Metal reinforcement (2103.4)	

STEEL (Chapter 22)

_____ Structural steel design/construction standard specified (2205)	_____ Steel cable structures (2208)
_____ Composite structural steel and concrete (1901.4, 2206)	_____ Steel storage racks (2209)
_____ Open-web steel joist design/construction standard specified (2207)	_____ Cold-formed steel design/construction standard specified (2210)
	_____ Cold-formed steel light-framed design/ construction standard specified (2211)

WOOD (Chapter 23)

_____ Design method option used (2301.2)	_____ Structural composite lumber (2303.1.10)
MATERIAL STANDARDS / CONSTRUCTION REQUIRE- MENTS (2303 - 2306)	_____ Structural log members (2303.1.11)
_____ Lumber (2303.1.1)	_____ Round timber poles and piles (2303.1.12)
_____ Wood I-joists (2303.1.2)	_____ Engineered wood rim board (2303.1.13)
_____ Glue-laminated timbers (2303.1.3, 2303.1.4)	_____ Fire-retardant-treated wood (2303.2)
_____ Wood structural panels (2303.1.5, 2304.6, 2304.7, 2304.8)	_____ Hardwood and plywood (2303.3)
_____ Fiber-, hard-, & particle-, boards (2303.1.6 - 2303.1.8)	_____ Trusses (2303.4)
_____ Decay and termite protection (2303.1.9, 2304.12)	_____ Joist hangers (2303.5)
	_____ Fasteners and fastening (2303.6, 2304.10, Table 2304.10.1)
	_____ Heavy timber construction (2304.11)
	_____ Shear walls and diaphragms (2305, 2306)

WOOD (continued)

CONVENTIONAL LIGHT-FRAME CONSTRUCTION (2308)

_____	Limitations satisfied (2308.2)	_____	Wall construction (2308.5)
_____	Foundations and footings (2308.3)	_____	Wall bracing (2308.6)
_____	Floor framing (2308.4)	_____	Roof and ceiling framing (2308.7)
		_____	Design of elements (2308.8)

NONSTRUCTURAL MATERIALS (Chapters 24, 25, 26)

GLASS AND GLAZING (Chapter 24)

_____	Sloped glazing and skylights (2405)	_____	Safety glazing (2406, 2407, 2408, 2409)
-------	-------------------------------------	-------	---

GYPSUM BOARD AND PLASTER (Chapter 25)

_____	Gypsum board materials (2506, Table 2506.2, Table 2508.1)	_____	Plaster (2507, 2508, 2510 - 2513)
		_____	Reinforced gypsum concrete (2514)

PLASTIC (Chapter 26)

FOAM PLASTIC INSULATION (2603)

_____	Labeling (2603.2, 2603.5.6)	_____	Wind resistance (2603.10)
_____	Surface-burning characteristics (2603.3, 2603.5.4)	_____	Cladding attachment (2603.11, 2603.12)
<i>ok</i>	Thermal barrier (2603.4) <i>Form = Concrete Slab deck</i>		
_____	Exterior walls/roofs (2603.5, 2603.6)		
_____	Interior finish/trim in plenums (2603.7)		
_____	Protection against termites (2603.8)		
_____	Special approval (2603.9)		

MISCELLANEOUS PLASTICS

_____	Interior finish and trim (2604)
_____	Plastic veneer (2605)
_____	Light-transmitting plastics (2606 - 2611)
_____	Plastic composites (2612)
_____	Fiber-reinforced polymer (2613)
_____	Reflective plastic core insulation (2614)

(See attached) BUILDING SERVICES* (Chapters 27, 28, 29, 30)

ELEVATORS AND CONVEYING SYSTEMS (Chapter 30)

_____	Construction standard specified (3001.2)	_____	Machine rooms (3005)
_____	Holstway enclosures (3002)	_____	Elevator lobbies/hoistway opening protection (3006)
_____	Opening protectives (3002.1.1)	_____	Fire service access elevator (3007)
_____	Emergency operations (3003)	_____	Occupant evacuation elevator (3008)
_____	Conveying systems (3004)		

* Also see Electrical (Ch.27), Mechanical (Ch.28) and Plumbing (Ch.29) Plan Review Records

ELEVATORS

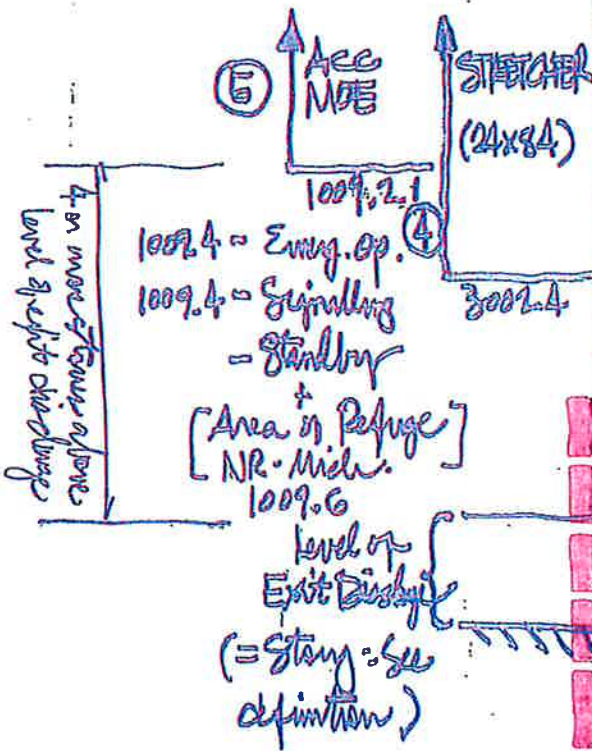
Year 2004.1

- 13 How many levels are counted?
- 8 How many stairs above LFD?
- 9 How many stairs above ground?

Enclosure =

1 hr
2 hr

- No Common walls
- 4 on max. height
- Emergency Op. 1009.4
- 2 way passage 1009.8
- Year top 2004.1



LOBBY
* MORE THAN 3 STAIRS

- 2 | 3006.1 (2)
- 3 | 3 Dwg. on building 3006.3
- 4 | 2 openings (3006.2)?
Nob. I-2
Nob. I-3
Nob. I-4

6 | Pressurization 3006.4 (2)
7 | 2-way passage

(usually) | LOBBY
4 | STAIR
102 | CONNECTS MORE THAN 3 STAIRS
3 | BENT
713.14.1

NA
Pressurization
2 | 6

SPECIAL DEVICES AND CONDITIONS (Chapters 31, 32)

SPECIAL CONSTRUCTION (Chapter 31)

_____ Membrane structures (3102)	_____ Automatic vehicular gates (3110)
_____ Temporary structures (3103)	_____ Photovoltaic panels/modules (3111)
_____ Awnings and canopies/Marquees (3105, 3106)	PEDESTRIAN WALKWAYS AND TUNNELS (3104)
_____ Signs (3107)	_____ Construction and use (3104.3, 3104.4)
<u>NA</u> Telecommunication and broadcast towers (3108)	_____ Separation (3104.5, 3104.10)
<u>NA</u> Swimming pool enclosures (3109)	_____ Public way (3104.6)
	_____ Egress (3104.7 - 3104.9)

ENCROACHMENTS INTO THE PUBLIC RIGHT-OF-WAY (Chapter 32)

_____ Below grade (3202.1)	_____ Temporary (3202.4)
_____ Above grade (3202.2, 3202.3)	

APPENDICES A - M

_____ Appendices adopted (101.2.1)	_____ Compliance verified
------------------------------------	---------------------------

NOTES

C.V.



CITY OF NOVI

SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES AND PLAN REVIEW SERVICES- RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS

FEE PROPOSAL

We, the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

Building Code Plan Review & Inspection

Hourly Rate

A. Plan Review: Building/Mechanical/Electrical/Plumbing \$ 135.00

Inspection Categories (M-F; minimum four (4) hrs. per day)

Table with 3 columns: Category, Hourly Rate (Prior day notice), Hourly Rate (Same day notice). Rows include Building, Mechanical, Plumbing, and Electrical.

Alternates

Table with 3 columns: Category, Hourly Rate (Prior day notice), Hourly Rate (Same day notice). Rows include Fire Alarm and Fire Suppression.

We acknowledge receipt of the following Addenda: (please indicate numbers)

Exceptions (all exceptions must be noted here): None

Comments: Optional annual contract extensions shall include a 4% price increase subject to mutual agreement.

Non-Iran Linked Business

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1) that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

This proposal submitted by:

Company (Legal Registration) Carlisle Wortman Associates, Inc
Address 117 N. 1st Street #70
City/State/Zip Ann Arbor, MI 48104
Telephone (734) 662-2200
Fax (734) 662-1935

Authorized Agent's Name Benjamin Carlisle
Authorized Agent's Title President

Authorized Agent's Signature 
CARLISLE WORTMAN ASSOC., INC
Benjamin R. Carlisle, AICP, LEED AP
President

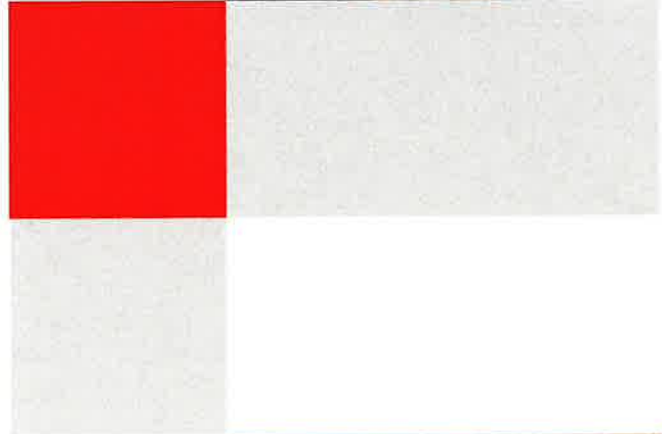
E-mail bcarlisle@cwaplan.com
Date January 7, 2025

MCKENNA



Building Department Services

CITY OF NOVI, MICHIGAN



January 8, 2025

Communities for real life.



MCKENNA

January 8, 2025

Tracey Marzonie
Purchasing Manager
City of Novi
Finance Department
45175 W. Ten Mile Road
Novi, MI 48375-3024

Subject: Proposal to Provide Supplementary Inspection and Plan Review Services to the City of Novi, MI.

Dear Ms. Marzonie:

Novi has an exceptional reputation for providing an extremely elevated level of municipal service – we have seen it first-hand. In fact, we successfully worked directly with the Building Department to provide that elevated level of municipal service. We would like to renew that partnership.

Since 2013 we have expanded our building department services to approximately thirty communities and seventy employees, because of our client requests. A tradition of integrity and McKenna's reputation for quality personnel has supported the success of this expansion.

Over the last 46 years, McKenna has helped more than three hundred Michigan and Ohio communities, providing a variety of professional services to municipalities, including the City of Novi. Our team of licensed certified plan reviewers and inspectors look forward to collaborating with your officials, builders, and the public to realize your goals of prompt, high quality inspection services, as needed.

SUPERIOR SERVICE

We are pleased to submit our proposal to provide The City of Novi supplementary plan review and inspection services. Our approach offers the City licensed, effective, and courteous building and code review and inspection services from McKenna professionals, using the latest tools and techniques to achieve the City's immediate and long-term goals.

Our team of plan reviewers have hundreds of years of collective experience in reviewing the simplest to the most complex building projects including the Blue Oval Battery Park Michigan in Marshall, Michigan. Many of our plan reviewers are ICC certified and are often asked to teach plan review best practices at State and local building conferences including the Code Officials Conference of Michigan. Our approach to plan review includes consistent, complete, and helpful input that results in a very efficient process and getting high quality projects in the ground.

AGILITY

Permit activity can fluctuate dramatically. Personnel availability can be unpredictable. With a growing roster of thirty licensed inspectors available, the McKenna Team has the depth of resources to assist the city during the most active permit cycles as well as the least active while maintaining consistent quality and superior level of service.

ACCOUNTABILITY

Our team of certified professionals will assume full responsibility for the plan reviews and inspections we are assigned to. Whether it is the next day or the same day, we will be there.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
☎ 248.596.0930
MCKA.COM

Communities for real life.



HIGH STANDARDS

In the competitive market that we are in, communities that rise above normal create a competitive advantage for investment. A timely and complete inspection process is part of the higher level. Our business/citizen friendly approach will ensure that Novi maintains the highest possible service standard.

AVAILABILITY

McKenna's headquarters is right down the street! Less than 10 minutes from Novi's City Hall, we can be there in no time for meetings to address challenges and coordinate projects and staffing. Our remote plan review team is online and available five days a week, so all deadlines are met.

Novi is a special community, and we value our role in the community's ongoing success. Thank you for the opportunity to continue this relationship. We look forward to discussing our qualifications in more detail.

Respectfully submitted,

McKENNA



John R. Jackson, AICP
President

Enclosures



CITY OF NOVI

**SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS**

VENDOR QUESTIONNAIRE

Failure to answer all questions could result in rejection of your proposal. Please attach additional sheets if necessary.

Name of Firm McKenna Associates, Inc.
Address: 235 East Main Street, Suite 105
City, State Zip Northville, MI 48167
Telephone 248.596.0920 Fax 248.596.0930
Mobile 313.690.1966
Agent's Name (please type) John R. Jackson, AICP
Agent's Title President
Email Address: info@mcka.com
Website www.mcka.com

1. Organizational structure: Corporation, Partnership, etc. Corporation
2. Firm established: May 2, 1978
3. Has your firm filed for Chapter 7 or Chapter 11 within the last ten (10) years?
No Yes Reason: _____
4. Under what other or former names has your organization operated?
Prior to 1986: Christopher Wzacy Associates and Wzacy & McKenna Associates, Inc.
5. How many full time employees? 80 Part time? 20
6. How many years has your company been providing inspection and plan review services? 12
7. How many clients does your company currently serve with the type of services described?
Approximately 30

8. Please provide a complete description of the services you will provide for the City.
McKenna will provide a full range of inspection services including: Building: Structural, Mechanical, Plumbing, Electrical, Accessibility, Grades, Landscaping, Fire Suppression and Alarm, Energy Efficiency, Plats/Easements, and Stormwater Protection.

9. What are the qualifications of your staff and/or consultants that will be doing the inspections? Include all applicable registrations and certifications. Attach additional sheets if necessary.

McKenna professionals are certified in a range of disciplines including:

- International Building Code (IBC)
- International Residential Code (IRC)
- Michigan Plumbing Code
- International Mechanical Code (IMC)
- International Electrical Code (IEC)
- Michigan Uniform Energy Code
- International Fire Code (IFC)
- International Existing Building Code (IEBC)
- Energy Efficiency
- Referenced Fire Code Provisions
- Barrier Free Code
- International Code Council (ICC)
- Registered Landscape Architect (Michigan)

See qualifications listed in the proposal for additional information.

10. What are your billing procedures?

~~McKenna will provide a detailed hourly invoice. All invoices will be submitted by~~
McKenna to the City monthly within the 1st week of each month. McKenna's fees will remain in effect for two years.

11. Additional information / Points not covered. Attach additional sheets if necessary.
See attached proposal.

12. References: Provide at least three (3) client references. Include name address, phone, contact person and briefly describe scope of services. **See attached proposal.**

Company _____
Address _____
Phone _____ Contact name _____
Scope of services _____

Company _____
Address _____
Phone _____ Contact name _____
Scope of services _____

Company _____
Address _____
Phone _____ Contact name _____

Scope of services _____

13. Can you meet the City's insurance requirements? Yes No _____

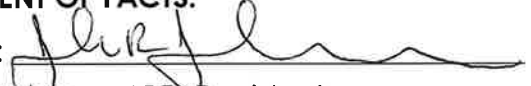
14. Please provide a copy of your inspection checklists. See attached.
Yes No _____

15. Our fee proposal is included in a separate sealed envelope.
Yes No _____

16. Claims & Suits: Does your firm have any litigation pending or outstanding against your organization or its officers? If yes, please provide details.
No _____ Yes

McKenna is currently named in several suits along with our clients for Building Department Services. Although they seem to be frivolous suits, the cases have not been resolved. During the past 46 years, McKenna has been named in lawsuits always along with a municipality over zoning issues – all have been dismissed or settled without trial.

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative: 

Representative's Name (please print) John R. Jackson, AICP, President

Date January 7, 2025



Building Department Services

CITY OF NOVI, MICHIGAN



PREPARED JANUARY 8, 2025, BY

MCKENNA
235 East Main St.
Suite 105
Northville, Michigan 48167

PREPARED BY: John R. Jackson, AICP, President
Sam Woodrick, Director of Building Services

☎ 248.596.0920
☎ 248.596.0930
✉ info@mcka.com

MCKENNA

Communities for real life.



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Executive Summary



We Understand the City of Novi is committed to providing its customers with an exceptional level of customer service.

PROPOSED SERVICES

McKenna will provide the following services:

- High Level of Customer Service
- Expedited Procedures
- Building Code Plan Review
- Building Code Inspections
- Trades Inspections

PROFESSIONAL FEES

Our fee proposal is contained under separate cover per the instructions within the City's RFP.

MCKENNA ADVANTAGES

- Customer focused
- Local familiarity
- Responsiveness
- Effective, Organized, and Accountable
- Deep roster of highly qualified building professionals

BUILDING PROFESSIONALS

Project Director
Building Inspector
Plumbing Inspector
Mechanical Inspector
Electrical Inspector
Fire Suppression

Firm Information



McKenna's downtown Northville, Michigan headquarters. Our workspaces reflect McKenna's commitment to our people, our communities, sustainable design, and the rich technological heritage of Michigan.

McKenna's team of talented planning, design and building professionals help municipal leaders develop and maintain communities for real life. From street festivals, neighborhood parks, and storefronts, to parking spots, coffee shops, and farmers' markets, we want your community to thrive. McKenna provides planning, zoning, building, landscape architecture, community and economic development, and urban design assistance to cities, villages, townships, counties, and regional agencies, as well as select private clients, based on skilled and effective public engagement. Our success can be measured by the built improvements to hundreds of McKenna client communities, and by our 46-year record of client satisfaction and on-time, on-budget delivery.

McKenna currently provides project services to more than 85 communities and private land investors in the Midwest. Anticipating and responding to change is a major distinction of McKenna's practice. Our innovation and depth of experience is a resource for public and private decision-makers; we are a corporation of 50 plus certified building professionals and 30-plus planners, building code experts, urban designers, and landscape architects formed under the laws of Michigan on May 2, 1978.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, MI 48167
O 248.596.0920
F 248.596.0930
E info@mcka.com

MCKA.COM

GRAND RAPIDS

124 East Fulton Street
Suite 6B
Grand Rapids, MI 49503
O 616-226-6375
F 248.596.0930
E info@mcka.com

KALAMAZOO

151 South Rose Street
Suite 920
Kalamazoo, MI 49007
O 269.382.4443
F 248.596.0930
E info@mcka.com





Areas of Service

Community Planning

- Master Plans (Cities, Villages, Townships, Counties and Regions)
- Neighborhood Preservation Plans
- Redevelopment Plans
- Corridor Plans
- Downtown Plans
- Growth Management Plans
- Park and Recreation Plans
- Capital Improvements Programs
- Community and Fiscal Impact Analysis
- Waterfront Planning
- Open Space Planning
- Historic Preservation Plans
- Transportation and Parking Plans
- GIS Analysis and Alternative Testing
- Access Management

Economic Development

- Public/Private Partnerships
- Brownfield Redevelopment Planning
- Downtown Redevelopment Action Plans
- Corridor Redevelopment
- Tax Increment Finance Plans
- Grant Applications
- Redevelopment Project Management
- Market Studies: Retail, Commercial, Residential, Industrial, Institutional
- Redevelopment Financing Assistance
- Land Assembly/Eminent Domain Assistance

Building Department Administration

- Zoning Administration
- Building Code and Zoning Enforcement
- Building Inspection
- Electrical, Mechanical and Plumbing Inspections
- Property Maintenance and Housing Inspection
- Landscape Construction Observation
- Code Enforcement
- Compliance with State
- Department Management Plans

Parks and Recreation

- Parks and Recreation Master Plans
- Park Design (neighborhood, community, regional)
- Ball Field Planning and Design
- Park and Recreation Facilities Design
- Bikeway and Trail Planning and Design
- Grant Applications
- Public Participation
- Universal and ADA Accessibility
- Park and Recreation Furnishings



On-Site Management Services

- Zoning and Planning Administration
- Tax Increment Finance Authority Management
- Downtown Development Authority Administration
- CDBG Administration
- Housing Rehabilitation
- Project Management – Capital Improvement Projects
- Redevelopment Project Administration
- Community Development Administration
- Economic Development Administration

Development Codes

- Zoning Ordinance
- Zoning Ordinance and Resolution Review and Preparation
- Continuing Advisory Services to Elected and Appointed Officials, Planning and Zoning Commissions, and Boards of Appeal
- Subdivision and Condominium Regulations
- Form-Based Codes
- Environmental Regulations – Wetlands, Woodlands
- Expert Witnessing and Court Testimony on Zoning
- Sign Regulations
- Annexation Advisory Assistance
- Sex-Oriented Business Regulations and GIS Testing
- Open Space Regulations
- Planning and Zoning Code Training Seminars
- On-Site Zoning Administration



Complete Streets and Transportation Planning

- Complete Streets Policy Development
- Complete Streets Design Guidelines
- Complete Streets Procedure and Implementation
- Corridor Plans
- Streetscape Plans
- Bicycle & Pedestrian Plans
- Bicycle Parking Plans
- Bicycle Sign Plans
- Bike Share Feasibility Studies
- Intersection Design & Crossing Plans
- Zoning and Regulatory Review
- User Maps and Wayfinding Studies
- Transportation Master Plans
- Site Plan Review of Transportation Facilities
- Circulation Studies Vehicles and Pedestrian
- TOD Studies
- Education and Training
- Transportation and Parking Plans
- Access Management
- Parking Studies

Public Participation (NCI Certified)

- Charrettes
- Hands-on Workshops
- Focus Groups
- Roundtable Discussions
- Surveys (telephone, online, direct mail)
- Public Hearings
- Open Houses
- Interactive Citizen Advisory Committees
- Youth Outreach
- Community Walks and Bike Rides
- Pop-Up / Storefront Workshops
- Consensus Building
- Participatory Decision-Making
- Interviews (one-on-one, intercept)
- Community Preference Surveys

Community Development

- HUD CDBG Administration
- Analysis of Impediments to Fair Housing
- Environmental Review Records
- Consolidated Plans
- Elderly Housing Assistance
- Five Year and Annual Action Plans
- CDBG Program Planning and Applications
- Housing Rehabilitation Administration
- Market Studies – Market Rate, Elderly and Assisted Housing
- Housing Market Studies (MSHDA approved)

Urban Design

- Community Design Plans
- Placemaking Strategies
- Parks, Greens, Commons and Plaza Design
- Streetscape Design
- Site Planning
- Community Character Planning
- Historic Park Design
- Computer Visualization (before/after)
- Design Review
- Site Evaluation and Selection
- Design Manuals
- Neo-Traditional Design (TND)
- Urban Form Pattern Books
- Mixed Use (residential, retail, office, public, institutional) Design
- Public Art

Sustainability Plans

- Sustainability Indicators Analysis, Evaluation Criteria, and Program Improvements
- Develop Neighborhood Stabilization Plans
- Green Infrastructure Plan for Community's Public Property
- Walkable/Bikeable Audits and Implementation Plans
- Community Master Plan, Strategic Plan, or Capital Improvement Plan
- Plan for Low Impact Development (LID) Components
- Local Planning and Zoning
- Access Management Plans for Transportation Corridors

Landscape Architecture

- Residential Development Plans (single family detached/attached; multi-family, elderly, mixed use, townhouses) Conventional & Cluster
- Site Analysis and Design
- Site Layout and Planning
- Construction Drawings and Construction Observation
- Landscape Architecture (MSHDA-approved)
- Arborist Services (tree surveys and maintenance plans)
- Greenways and Trail Planning and Design
- Native Plant Landscapes
- Wayfinding, Signs, and Interpretive Stations
- Environmental Performance Standards
- Public Art Development
- Public Space Design – Greenways, Bikeways, Streetscapes
- Wetlands, Woodlands, Groundwater, Aesthetic, and Vista Protection Regulations
- Sustainable Landscape Design

1. Qualifications, Experience, and Training

CERTIFICATIONS

McKenna building professionals are licensed and certified in a number of areas including:

- Building Official
- Building Inspector
- Electrical Inspector
- Mechanical Inspector
- Plumbing Inspector
- Building Plan Reviewer
- ICC Certified Building Inspector
- ICC Certified Property Maintenance and Housing Inspector
- Registered Instructors
- 1st Class Stationary Engineer
- LEED-AP
- Zoning Administration



ABOVE
Garden City
Hospital

TECHNICAL RESOURCES

McKenna maintains extensive technological resources to facilitate building department operations including the following software:

- Permits Plus
- BS&A
- Bluebeam
- Arc GIS, Arc INFO, ArcIM
- Google Earth Pro
- Microsoft Word/Excel/PowerPoint
- Adobe Illustrator
- Adobe Photoshop
- Adobe Go-Live
- Adobe InDesign
- Adobe Acrobat
- AutoCAD
- Microsoft Access
- Microsoft Project

BELOW
Raleigh Movie
Studio (Pontiac)



EXAMPLES OF RECENT PLAN REVIEWS/INSPECTIONS

McKenna's professional inspection team has reviewed a wide range of commercial, office, institutional and industrial projects including over 100 reviews a month in each discipline. Some recent examples include:

- Target
- Home Depot
- Westland Mall
- Verizon Regional Headquarters
- Garden City Hospital
- Hampton Inn
- White Castle Corporation
- BP – Gas Stations
- Surgical Facilities
- St. Peter and Paul Church (Westland)
- International Extrusions
- Raleigh Movie Studios (Pontiac)
- Crestwood Dodge
- Beaumont Medical Office Building
- Michigan First Credit Union
- Renaissance Festival

MICHIGAN-BASED

McKenna has been incorporated in Michigan since 1978. The McKenna project team is well staffed; in other words, we have "the horses in the stable" so that we provide prompt service, response, and action. Further, our team is local and is held accountable to the citizens of the communities in which we work.



Blue Oval Battery Park Michigan
2.5M sq ft / LFP battery production / \$3.5B

ONE (Our Next Energy) Gigafactory
650k sq ft / LFP battery production / \$1.5B

Schaap Performing Arts Center
49,000 SF / \$24M

St. John Hospital Infectious Disease Research Lab
Multi-laboratory research facility

The Pearl
85,350 sq. ft. / 5 story mixed use / \$15.5M

Brookside
6 story mixed use

Palladium
5 story renovation / \$6.8M

The Sheridan
4 story senior complex / \$15.076M

Forest Elm
5 story mixed use / 50,849 sq. ft. / \$5.6M

University of Michigan
Murchie Science Building – Flint

Forefront
3 story mixed use / \$6.9M

The Woodward
3 Story restoration

C3 Industries – Multi-phase Commercial Marijuana Development
Current phase \$6M



2. Comparable Projects

Current building inspection department administration, plan review and code enforcement: among others, McKenna currently provides a variety of building department services and code enforcement to the following communities:

COMMUNITY	POPULATION	SERVICES PROVIDED					
		Building Official	Building Inspection	Trade Inspection	Plan Review	Clerical	Code Enforcement
Birmingham	20,103		■	■	■	■	■
Village of Oxford	3,436	■	■	■	■		
City of Farmington Hills	80,937		■	■	■	■	■
City of Lake Angelus	290	■	■	■	■	■	■
City of Lincoln Park	38,144		■	■	■	■	■
City of Ecorse	9,011	■	■	■	■	■	■
City of Gibraltar	4,856	■	■	■	■	■	
Lathrup Village	4,075	■	■	■	■		■
Webberville	1,272	■	■	■	■		■
Van Buren Charter Township, Wayne Co.	28,821				■		
Walled Lake	7,127	■	■	■	■		■
City of Fraser	14,480	■	■	■	■		■
Canton Charter Township	93,018		■	■	■		
City of Berkley	15,331		■	■	■		■
City of Hamtramck	22,423	■	■	■	■	■	■
City of Novi	55,224		■	■			
Bay City	33,167	■	■		■		
City of Eastpointe	31,487	■	■	■	■		■
Grosse Pointe Woods	15,639	■	■	■	■	■	
Grosse Pointe Farms	9,479			■	■		
Grosse Pointe Shores	2,782			■	■		
Royal Oak Charter Township	2,411	■	■	■	■	■	■
City of Troy	84,000		■	■	■	■	
City of River Rouge	7,224		■	■	■		
City of Marshall	6,822	■	■	■	■		
City of Ferndale	19,109		■				
City of Warren	138,130		■	■	■		
West Bloomfield Township	65,888		■	■	■	■	

MUNICIPAL DEPARTMENT MANAGEMENT AND STAFF AUGMENTATION SERVICES

McKenna professionals are skilled in providing services in municipal offices as permanent or interim support for positions such as Building Official, Planning Director, Zoning Administrator, Community Development Director, DDA/TIFA or Economic Development Director, and Building Department Administrator, and similar positions. In some communities McKenna provides all of these functions.

MUNICIPAL ADMINISTRATION SERVICES

McKenna currently provides or has recently provided department administration services including planning, zoning, building, code enforcement and CDBG in the following communities, among others:

Bay City, Michigan
Buena Vista Charter Twp., Saginaw Co., Michigan
City of Eastpointe, Michigan
Clawson, Michigan
Dearborn Heights, Michigan
Delhi Charter Twp., Ingham Co., Michigan
Fenton, Michigan
Hartland Twp., Livingston Co., Michigan
Hazel Park, Michigan
Hudson, Ohio
Grand Blanc Charter Twp., Genesee Co., Michigan
Kalamazoo Charter Twp., Kalamazoo, Co., Michigan
Lake Orion, Michigan
Lincoln Park, Michigan
London Twp., Monroe Co., Michigan
Lyon Charter Twp., Oakland Co., Michigan
Medina, Ohio
Oshtemo Charter Twp., Kalamazoo Co., Michigan
Oxford, Michigan
Plymouth Charter Twp., Wayne Co., Michigan
Richmond, Michigan
Rochester, Michigan

Rochester Hills, Michigan
Royalton Twp., Berrien Co., Michigan
Saybrook Twp., Ashtabula Co., Ohio
South Lebanon, Ohio
Van Buren Charter Twp., Wayne Co., Michigan
Walled Lake, Michigan
Webberville, Michigan
Westland, Michigan
Williamston, Michigan
Williamstown Twp., Ingham Co., Michigan
Ypsilanti, Michigan

Management Consulting: Building, Zoning and Code Enforcement

Brighton Charter Twp., Livingston Co., Michigan
Ecorse, Michigan
Kalamazoo Charter Twp., Kalamazoo Co., Michigan
Royal Oak Charter Twp., Oakland Co., Michigan

Shared Services Analysis

Van Buren Twp., Michigan

PROFESSIONALS

McKenna has a deep roster of over 60 certified inspectors, plan reviewers, and intake professionals / support services. This ensures services can be performed even in the event of illness or vacations.

Continuity

We will identify a team of professionals that are exceptionally qualified technically and professionally for the City of Novi. In addition, we will identify team members that are well suited to the nature and volume of work your city requires. By hand selecting a team we are looking to create a long-term group of professionals that will become part of the culture and maximize continuity.

3. Methodology

McKenna is committed to providing your citizens and the business community with the highest level of service in a highly efficient and professional manner. McKenna's service is flexible and responsive and allows the City to staff up or down as needed, providing next day scheduled inspections as-needed and same day service if-needed. We partner in utilizing and improving the City's systems.

APPROACH

Project Manager

Your McKenna Project Manager will be the primary conduit between the city and the company, working closely Building Official and Department Managers. Most importantly, McKenna's Project Director will focus on making sure McKenna's plan reviewers and inspectors are providing the City with the high level of service expected.

Accountability

Communication is the most effective element in running a successful department. McKenna's Project Manager will provide regular reports on each of the service areas of the department. These reports will be based on clearly defined targets and will provide timely achievement results, as well as suggestions for areas of constant service delivery improvements.

Targets

McKenna targets individual performance improvements using clearly defined roles and accountabilities for each professional involved in the project. Targets are available as a reference for setting goals and monitoring performance against standards and measurements.

Effectiveness

The effectiveness of our overall Quality Management Program demands that all personnel are aware of the professional, technical and ethical requirement of each project. Responsibility for implementation of the program is team-wide under the direction of the City's Building Official.

Client Satisfaction

Client satisfaction is measured as a quality control measure. The level of performance is graded and McKenna makes adjustments as necessary.

Transition

Over the past 40 years, McKenna has been asked to step in and help communities manage change. Novi has been through these transitions a number of times and has emerged strong every time. We will assist the City manage the transition of the building department in a manner that is specifically geared to Novi.

During the transition there will be a degree of concern by stakeholders including:

- Customers will be concerned about how their current projects will be impacted.
- City Council and management will want to ensure that their expectations are being met.
- City staff will be concerned about how this new arrangement will affect them on a day-to-day basis.

The transition period will begin as soon as we receive approval from the City. We will immediately schedule a kick-off meeting with City management and begin assessing the building department's current capabilities. We will layout a specific plan based on the City's current and future resources, and the list of active permits to make sure no plan review or inspection falls through the cracks. If possible we will shadow the existing building department team to ensure continuity.

Team Approach

McKenna professionals are an extension of the City. This partnership requires constant interaction and communication between all levels of the team and constant reporting to the Building Official. Our objective is to make the department run smoothly and efficiency with no surprises. Clearly established procedures, forms, and protocol will be utilized to ensure that the Novi Building Department functions as a single efficient unit.

Unique Challenges of Novi

Our team of experienced professionals is prepared to tackle the most sensitive additions to aging structures to the most complex mixed-use campus. This requires working closely with all of the departments within the City from Economic Development, Planning, and others. McKenna’s professionals are equally comfortable working in the field or working around the conference table to find workable solutions for people who are investing in the future of Novi.

Communication

McKenna’s Team of professionals are well respected for their technical capabilities as well as their ability to identify solutions and communicate them to everyone from elected officials, to developers, trades people, and citizens. They possess the ability to take the most technical concepts and communicate them in appropriate terms. Our client satisfaction survey process will attest to that fact.

An Agent of the City

McKenna Team of professionals will function as an agent and arm of the City of Novi. As an agent of the City we will project the core values of the City in creating a business friendly/citizen-oriented environment in an effort to continue Novi’s progress in improving the quality of life and property values for the residents of Novi. Our professionals are well equipped to oversee and facilitate plan review services, inspections, enforcement of appropriate building codes, respond to citizen complaints and communicate effectively to maintain the delicate balance between non-residential development and the quality residential neighborhoods of the City.

Approach to Dispute Resolution and Alternative Solutions

Work with contractors, residents and other customers to find reasonable solutions within the code. We know that there are multiple ways to satisfy the code requirements and will recommend alternatives

PLAN REVIEW SERVICES

Turn-Around Services

All reviews will be completed within the recommended target established by the City of Novi. Written reviews will be provided identifying any deficiencies along with helpful suggestions on how to resolve any outstanding code issues. Progress will be tracked using the city’s current software systems.

REVIEW	1 ST CYCLE	2 ND CYCLE	3 RD CYCLE
New Commercial Construction	10 Days	5 Days	Same Day
Major Commercial Alterations	10 Days	5 Days	Same Day
New Multifamily Construction	10 Days	5 Days	Same Day
All Other Reviews (2 hours or less)	Same Day	Same Day	Same Day

Permit Ready

McKenna can expand the list of projects that can be issued permits immediately.

Counter Reviews

McKenna can provide sufficient staff to ensure that a full range of projects will be eligible to receive permits following a brief counter review.

Disciplines to be Reviewed

McKenna's team of professionals is experienced and certified in the full range of industrial and commercial building codes including the most recent version of the following:

- Michigan Residential Code (MRC)
- International Swimming Pool and Spa Code
- National Electrical Code (NEC) with Chapter 8 Amendments
- Michigan Mechanical Code
- Michigan Building Code (MBC)
- Michigan Plumbing Code
- Michigan Uniform Energy Code
- International Fire Code (IFC)
- Michigan Rehabilitation Code for Existing Buildings
- International Property Maintenance Code

Review Format

We will use the city's existing forms and continue to help develop new forms to assist in streamlining the review, permitting and inspection process.

Details of Plan Review Process

The McKenna Team knows Novi's existing plan review system and will look for opportunities to streamline the process. The process at a minimum will include:

- The Act 407 registered plan reviewer shall be contacted to receive permit requests and plans.
- All documents shall be reviewed for zoning compliance, ordinance compliance and Michigan Building Code compliance. Utilizing the plan review check lists but not limiting the review to these lists, the submitted plans will be reviewed to verify compliance with the Michigan code in which the applicant has made the request. If a specified Building Code is not listed or the Code requested does not apply, plans will be reviewed under the more stringent code as determined by the Building Official.
- Commercial plans showing construction of or renovations to the electrical, mechanical, plumbing or fire suppression systems shall be reviewed by an Act 407 registered plan reviewer certified in these areas. The Fire Marshal or a registered approved NFPA plan reviewer will review plans for NFPA compliance.
- The plan reviewer shall verify that the Use, Occupancy and Construction Type is noted on the plan and verify compliance with all applicable codes, ordinance and zoning requirements
- Any required plan corrections are noted by the reviewer and revised plans requested. The plan reviewer uses the plan review revision request form noting the code, zoning or ordinance deficiency with a written explanation of what the deficiency is and what is required to gain compliance.
- A minimum number of copies of plans is requested for the City indicating the request revisions. These revisions are clouded on the plan. These plans are date stamped received and plan reviewer(s) notified of receipt of revised plans
- A second review is then performed by the Plan Reviewer(s) and NFPA plan reviewer if needed, verifying compliance. (Note: if a third revision is required an additional plan review fee will be identified.
- Once the project has gained approval verifying compliance with applicable codes, ordinance and zoning by required plan reviewers the plans are stamped approved and signed by plan reviewers that reviewed the plans.

After Review

- After review by Zoning Administrator and plan reviewers, check for signatures on first page of plans – all copies. Written review by Inspector is attached to the first page of plans. A copy of reviewed plans goes to the applicant.
- Enter into computer software
- Notify applicant on status – indicate the fees due or additional information needed to process.
- VERIFICATION OF ALL REVIEW AND APPROVALS IS CHECKED BEFORE PERMIT IS ISSUED.
- Place application and paperwork by street name for pickup.
- One copy of the approved plans and plan reviews are entered in permanent file.

Tracking and Reporting Details

All project status, details, and comments will be closely tracked via the City's BS&A system. McKenna will work closely to ensure that all stages of the process from intake through certificate of occupancy and all follow up will be tracked through a secure on-line system. Field computers will be used to ensure real-time information is available and project status remains current.

Details on Resources/Tools Available to Plan Review Staff to Help Ensure That Time Frames and Quality Metrics are Being Met

On-line digital forms can be developed to ensure that the process operates at maximum accuracy, currency, and efficiency. The on-line system using the City's software system will keep all contractors connected to the project and the applicant continuously ensuring a fast, accurate, and efficient system.

A major factor in expediting plan review process is the experience level of the plan reviewer. Experienced personnel know what items most often lack compliance with the building code (and applicable City Ordinances pertaining to construction standards). The rapidness, and more importantly the quality, of plan reviews, rests on the skill and experience of the reviewer. Checklists are used and are helpful in documenting issues, but experienced individuals are the biggest asset to performing a code review.

INSPECTION SERVICES

Time Frame for Inspections

McKenna will work with the City of Novi to schedule inspections in a logical and orderly manner. We will identify specific days of the week for various types of inspections with the goal of completing all inspections within 24 – 48 hours.

Types of Inspections Performed

McKenna's Team of professionals are prepared to provide inspections for all sub-trades, including landscape inspections, for residential, commercial, and industrial projects

Detail on Inspection Request Process

McKenna will work with the City to develop an automated inspection request process reducing the personnel demands for intake and issuing inspection results. All inspection requests will be coordinated at the City offices in the morning and the results will be assembled throughout the day via on-line tracking system.

Application Notification Process

The McKenna Team will work closely with the City of Novi to maximize the use of the City's software system and develop a method of providing inspection results to our customers on-line.

COMMUNICATION PLAN

- 1. Orientation.** Our team of professional managers and inspectors will meet with representatives of the City team to become acquainted - to put a name to a face.
- 3. Responsiveness.** In those instances where advanced planning is not possible, every effort will be made to mobilize a member of the McKenna's Team. However, if that is not possible, one of McKenna's other qualified reviewers/inspectors will be assigned to the project to ensure prompt and professional service and the City advised.
- 4. Team approach.** McKenna professionals will be viewed by the public as an extension of the City. This partnership requires interaction and communication between all levels of the team and constant reporting to Novi Project Manager. Our objective is to make the department run smoothly and efficiency with no surprises. Clearly established procedures, forms, and protocol will be utilized to ensure that the building inspection services function as a single efficient unit.
- 5. Communication.** McKenna's team of professionals are well respected for their technical capabilities as well as their integrity and ability to identify solutions and communicate them to everyone from elected officials, to developers, trades people, and citizens. They possess the ability to take technical concepts and communicate them in appropriate terms.
- 6. Representative of the City.** McKenna's team of professionals will function as an arm of the City. We project the core values of the City in creating a business friendly/citizen oriented environment in an effort to maintain the City's status as a premier residential community. Our professionals are well equipped to oversee and facilitate inspections and enforcement of codes, respond to complaints and communicate effectively.



MCKENNA

August 4, 2023

PLAN REVIEW NOT APPROVED

Our Next Energy
Buildout Bulletin #3
42060 Ecorse Rd Bldg#6
Van Buren Township, MI

Permit:	PB23-0052
Plan submittal of Part B to McKenna:	March 24, 2023
2015 MBC, 2015 MMC, 2018 MPC, 2017 NEC	
USE GROUP:	B, A2 & F1
CONSTRUCTION TYPE:	2-B
Occupancy Load:	163
Fire Suppressions:	Yes

NOTE: The items listed below reflect submitted construction document omissions and deficiencies that have been identified in this review. The construction documents shall be revised in accordance with the listed items and referenced code sections.

Building

1. A summary statement of special inspections shall be submitted in accordance with Section 107.1 as a condition for permit issuance. (1704.3.1, 1704.5)
2. Identify design professional in responsible charge (107.3.4)
3. Provide Key Plan if needed to identify the location of the proposed work (107.2.1)
4. Indicate design loads (1603.1)
5. Include a written response to each corrected item and include clouded areas on drawings. (MBC 107.1)

Mechanical

1. Provide gas pipe riser plan showing the following: 1. furthest gas run from the meter to the furthest appliance 2. the total gas load in cfm 3. the gas inlet pressure and 4. the pressure drop and 5. the table in the IFGC used to size the gas pipe. Sheet MP1-R1-18 (IFGC2015,106.3.1)
2. Show pipe from gas meter to all appliances in a riser plan for addition of appliances to gas system. Sheet MP1-R--18 (MMC2015,106.3.1)
3. Provide ventilation calculations. Sheet MH7-00-01 (MMC2015,403.3.1.1.1)
4. Provide information on the DHU units that are not on the schedule, include them in the schedule, and show the ducting you are running to them all the way back to the units. Please make clear and provide sequence of operation for these units. Sheet MH1-R1-12 (MMC2015,106.3.1)
5. A report shall be submitted to the building official identifying the maximum expected quantities of hazardous materials to be stored, used in a closed system, and used in an open system, and subdivided to separately address hazardous material classification categories based on tables 307.1(1) and 307.1(2). The methods of protection from such hazards, including but not limited to control areas, fire protection

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235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



systems and Group H occupancies shall be indicated in the report and on the construction documents. The opinion and report shall be prepared by a QUALIFIED person, firm or corporation approved by the building official and provided without charge to the enforcing agency. (MBC2015, 414.1.3)

Plumbing

1. Previously approved comments from 4/28/23 still apply.
2. "Document Release #13 05/15/23" provided shows minor changes to the plumbing system, including adding a water line to a coffee maker, an elevator sump pump, and a closed loop chilled water system for mechanical use.
3. Complete specification manual not provided. Items may be addressed in specification manual.
4. Sheet PP1-01-18; coffee maker water line requires backflow protection per 608.17.1.2 and is subject to local field inspections for code compliance.
5. Sheets PP1-U1-18 & PP7-00-01; Added elevator sump and discharge. Division 14 in partial specification manual provided lists electric traction elevator. Therefore, no oil separator required by MPC Chapter 10. Item is subject to local field inspections for code compliance.
6. Sheet MP-01-12 provides a closed loop chilled water system for mechanical use. Mechanical code sections to be reviewed by Neil. Previous plumbing plan approval addressed backflow protection of any domestic supply. Item is subject to local field inspections for code compliance.

Electrical - Approved

Please direct all questions to me via email or phone.

Sincerely,

Ken LaBelle

Ken LaBelle, Michigan Certified Plan Reviewer

klabelle@mcka.com

248.596.0920



August 18, 2022

PLAN REVIEW NOT APPROVED

Rose Senior Living
28800 W. 11 Mile
Farmington Hills, MI

Plan submittal to McKenna: August 8, 2022
2015 MBC, 2015 MMC, 2015 MPC, 2017 NEC
USE GROUP: A-2, I-2, R-2, U
CONSTRUCTION TYPE: 2 – B & 5-B
Occupancy Load: ??
Fire Suppressions: ???

NOTE: The items listed below reflect submitted construction documents omissions and deficiencies that have been identified in this review. The construction documents shall be revised in accordance with the listed items and referenced code sections.

Building

1. Plans lack address 105.3(2) 107.2.1
2. List of any or all proposed deferred submittal documents (107.3.4.1)
3. Indicate total area of building, number of stories, and provide height and area calculations including open perimeter & fire suppression increases. (501.1; Table 503)
4. Provide Life Safety Plan Incomplete
 - a. Provide door hardware, door and window details including type, size, material, and hourly rating required. (107.2.1; 1008.1)
 - b. Provide stairway details with all guard and handrail details (1009.1)
 - c. Show location and provide details of all fire and smoke rated assemblies and protection of penetrations including permanent markings and identifications. Provide UL design number or other approval rating. (107.2.1; 703.7; 701.1; 703.2; 712.1)
 - d. Show location of portable fire extinguishers. (906.1)
 - e. Show location of all exit signs and means of egress lighting (1006.1; 1011.1)
 - f. Show egress path and distance
 - g. Show break point with details between types of construction
5. Reference to International Building Codes does not comply to the State of Michigan Building Code.
6. Provide summary statement of all special inspections 1704.2.4
7. A summary statement of special inspections shall submit a statement of special inspections in accordance with Section 107.1 as a condition for permit issuance. 1704.3.1, 1704.5

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Mechanical

1. Provide fire damper for HPFC-3 duct penetrating maintenance room sheet M1.01(MMC2015,607.5.2)
2. Provide plans that show both the column and row letters and numbers to be able to follow where the ducts are on different floors these plans are not clear enough to do a review on. Please resubmit plans that have overall mechanical Hvac and enlarged plans with the noted clarity required to do a review (MMC2015,106.3.1)
3. this exhaust duct is penetrating 2 stories 1st and 2nd you are saying on the note the roof is above this floor it is not it is above the 2nd floor. we need to be clear this is inaccurate information i am missing fire dampers sheet M1.12 (MMC2015,106.3.1,607.6)
4. RTU's should not be showing on this page on the 1st floor they are above the 2nd floor, what should be showing is the ducts that are penetrating the floors with the required fire protection this needs to be corrected on all pages to properly do the mechanical review (MMC2015,106.3.1) sheet M1.12
5. you need to indicate where this exhaust duct is coming from to the exhaust grill in the trash room you must be clear sheet M1.14 (MMC2015,106.3.1)
6. show how you are going to protect the exhaust duct penetration for the dryer, bathroom and kitchen through the fire rated ceiling assembly in all apartment units (MMC2015,607.6.2)
7. Provide ventilation calculation tables (MMC2015,403.3.1.1.1)
8. Provide manufacturers specs for makeup air unit for kitchen (MMC2015,106.3.1)
9. Show where you got shafts for ducts that penetrate more than 2 stories like the exhaust for the trash chute rooms and other duct (MMC2015,607.6.1)
10. Provide make up air for trash chute rooms you only got exhaust (MMC2015,501.4)

Plumbing

1. Note that 2018 Michigan Plumbing Code is in effect, not 2015 International Plumbing Code as stated.
2. Provide details on all backflow devices and vacuum breakers per 608. Simple statements to provide device do not meet code. Provide backflow device schedule, including but not limited to; main water supply (if required by local ordinance), pond water supply, all vacuum breakers, combi-oven, roof hydrant, etc.
3. Sheets P4.10 and P5.10 contain conflicting hot water supply details per 607. Clarify locations of water heaters being provided. Clarify type(s) of water heaters provided per Chapter 5. Storage tanks and wall hung heaters require that storage tanks meet MPC sections 606.5.2 through 606.5.10, wall hung heaters require specific venting, which is not shown on drawings. Please clarify and provide details on drawings.
4. Funnel drains cannot be concealed per 802.4. Condensate drainage required to meet Chapter 3 in MPC
5. Isometric drawings—require correct fittings—T's prohibited on the horizontal per 706, 706.3
6. Isometric drawings—connections & offsets to base of stacks required to meet 704.3. Drawings do not appear to show correct distances.
7. Sheet P3.18 shows conflict. Overflow roof drains not permitted to connect to primary drain system per 1108.2.



8. Grease interceptor calculations not provided per 1003. Provide all details. (subject to local DPW requirements and approval).
9. Cleanouts required per 708. While referred to in notes, cleanouts are not depicted on drawings.
10. Sheet P3.15, detail 7—running trap prohibited per 1002.
11. FOG drainage piping requires correct usage of directional fittings per 706.3
12. Sheet P1.16; Provide details on shaft and area drain.

Electrical

1. Provide photometrics of all emergency lighting. MBC 1008.3.5
2. Provide surge protection for emergency system. 2017 NEC 700.8
3. Provide temporary generator connection for emergency system. 2017 NEC 700.3(F)
4. Provide conductor and raceway sizes for 1 line diagram (riser diagram) 2017 Michigan Electrical Code Part 8 Rules 80.21(D)

Thank you,

Ken LaBelle

Ken LaBelle, Michigan Certified Plan Reviewer
klabelle@mcka.com
248.596.0920

4. Capacity

OPERATIONS PLAN

McKenna will provide a written Operations Plan to the City that will guide the activities of our employees in providing customer-friendly, professional, ethical, efficient and responsive services to the City, businesses and residents. One of the markers of our 46-year proven track record is our responsiveness to clients' needs; our experience is – should a problem ever arise, the Project Director personally ensure it is quickly resolved to the City's satisfaction.

McKenna has worked diligently to retain and recruit a deep roster of qualified, and customer-oriented building professionals. We also work hard to allocate their time as efficiently as possible. We typically average 85 percent utilization, ensuring that we have resources to provide for backup and substitutions. Below is our list of our current capacity to serve the Charter Township of Canton.

Building Officials:	13
Building Inspectors:	19
Mechanical Inspectors:	14
Electrical Inspectors:	9
Plumbing Inspectors:	10
Plan Reviewers:	29
Code Enforcement:	9
Rental Inspectors:	7
Soil Erosion Inspectors:	3

OFFICE LOCATION

McKenna Associates' Northville headquarters will be the main office and base of operations for the proposed Novi work. McKenna's office is conveniently located within minutes of Novi Civic Center. We will also attend meetings and perform permitting and inputting responsibilities at the City offices, with City administration's permission.

Headquarters: **McKenna**
235 E. Main Street, Suite 105
Northville, Michigan 48167
Tel: (248) 596-0920
Fax: (248) 596-0930
Website: www.mcka.com

SCHEDULE AND AVAILABILITY

Code inspection personnel from McKenna's team of building and code professionals are available to Novi immediately including full time if needed to provide the needed level of service. Normally the City will contact McKenna by 3 p.m. the previous business day and McKenna can work with the City to establish a schedule that meets the City's desire to provide prompt, efficient, and quality customer oriented service.

24/7 AVAILABILITY

Contact information (cell phone access) will also be provided so the City can contact the necessary professionals to schedule same-day and next-day service.

5. References

City of Birmingham

Mr. Bruce Johnson
Building Official
151 Martin Street
P.O. Box 3001
Birmingham, MI 48012
(248) 530-1842

City of Berkley

Ms. Kristen Kapelanski, AICP
Community Development Director
3338 Coolidge Hwy
Berkley, MI 48072
(248) 658-3350

City of Highland Park

Mr. Carlton Clyburn, Director
Community and Economic Development
12050 Woodward Ave
Highland Park, MI 48203
(313) 252-0050

City of Southfield

Mr. Charles Woodward
Building Official
26000 Evergreen
Southfield, MI 48037
(248) 796-5000

City of Grosse Pointe Woods

Mr. Frank Schulte
City Administrator
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
9313) 343-2440

City of Lincoln Park

Ms. Lisa Griggs
City Manager
1355 Southfield Road
Lincoln Park, MI 48146
(313) 386-1800 Ext. 1224

City of Farmington Hills

Mr. Scott Lenhart
Building Official
31555 W. Eleven Mile Road
Farmington Hills, Michigan 48336
(248) 871-2450

City of Troy

Salim Huerta
Building Official
500 W. Big Beaver Rd.
Troy, MI 48084
(248) 524-3300

Charter Township of Van Buren

Hon. Kevin McNamara
Supervisor
46425 Tyler Road
Belleville, Michigan 48111
(734) 699-8910

City of Marshall

Mr. Derek Perry
City Manager
323 W Michigan Ave
Marshall, MI 49068
(269) 781-5183

6. Cost Proposal

CONSISTENT SERVICE

McKenna's fees are included in the attached forms provided by the City. The intent is to provide a consistent level of service at all times with the ability to increase service as needed.



CITY OF NOVI
SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS

FEE PROPOSAL

We, the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

Building Code Plan Review & Inspection

Hourly Rate

A. Plan Review: Building/Mechanical/Electrical/Plumbing \$ 135.00

Inspection Categories (M-F, minimum four (4) hours per day)

	Hourly Rate (Prior day notice)	Hourly Rate (Same day notice)
B. Building	\$ <u>98.50</u>	\$ <u>98.50</u>
C. Mechanical	\$ <u>104.75</u>	\$ <u>104.75</u>
D. Plumbing	\$ <u>104.75</u>	\$ <u>104.75</u>
E. Electrical	\$ <u>104.75</u>	\$ <u>104.75</u>

Alternates

F. Fire Alarm	\$ <u>98.50</u>	\$ <u>98.50</u>
G. Fire Suppression	\$ <u>98.50</u>	\$ <u>98.50</u>

We acknowledge receipt of the following Addenda: _____
 (please indicate numbers)

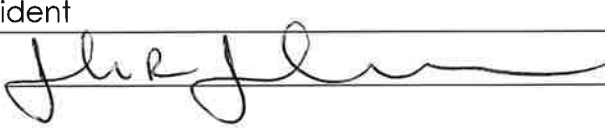
Exceptions (all exceptions must be noted here):

Comments: _____

Non-Iran Linked Business

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1) that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

This proposal submitted by:

Company (Legal Registration) McKenna Associates, Inc.
Address 235 East Main Street, Suite 105
City Northville State Michigan Zip 48167
Telephone 248.596.0920 Fax 248.596.0930
Authorized Agent's Name John R. Jackson, AICP
Authorized Agent's Title President
Authorized Agent's Signature 
E-mail info@mcka.com
Date January 7, 2025



**NOTICE - CITY OF NOVI
REQUEST FOR PROPOSALS**

**SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS**

The City of Novi will receive sealed proposals for **Supplementary Building & Trade Inspection Services** according to the specifications of the City of Novi.

Sealed proposals, with fee proposals in a separate sealed envelope, will be received until **2:00 P.M.**, prevailing Eastern Time, **Wednesday, January 8, 2025**. *Fee proposals will not be read at this time.* Proposals shall be addressed as follows:

**CITY OF NOVI
FINANCE DEPARTMENT**
45175 Ten Mile Rd.
Novi, MI 48375-3024

All proposals must be signed by a legally authorized agent of the bidding firm. Please mark the mailing envelopes/package with the name of the RFP (**Supplementary Building & Trade Inspection Services and Plan Review Services RFP**) and the name of the Proposer.

The City reserves the right to accept any or all alternative proposals and award the contract to other than the lowest proposer, to waive any irregularities or informalities or both; to reject any or all proposals; and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

Tracey Marzonie
Purchasing Manager

Notice dated: December 2, 2024

NOTICE TO PROPOSERS:

The City of Novi officially distributes RFP documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of RFP documents obtained from any other source are not considered official copies.** The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain RFP documents from the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.mitn.info and obtain an official copy.



CITY OF NOVI

SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES AND PLAN REVIEW SERVICES- RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS

INSTRUCTIONS TO PROPOSERS

This RFP is issued by the Purchasing Office of the City of Novi.

IMPORTANT DATES

RFP Issue Date	December 2, 2024
Last Date for Questions	Wednesday, December 18, 2024 by 12:00 P.M. Submit questions via email to: Tracey Marzonie, Purchasing Manager tmarzonie@cityofnovi.org
Response Due Date	Wednesday, January 8, 2025 by 2:00 P.M. EDT

PROPOSAL SUBMITTALS

Provide **one (1)** unbound signed original copy of your proposal **and one (1)** digital copy (flash drive or CD). Original copy may be clipped but should not be stapled or bound. ***Fee proposals must be sealed in a separate envelope which may be included in the same mailing envelope as your technical proposal. Do not include any pricing or fees in your technical proposal.*** No other distribution of the proposal will be made by the Contractor. Proposal must be signed by an official authorized to bind the Contractor to its provisions.

FAILURE TO SUBMIT PRICING ON THE PROPOSAL FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

CHANGES TO THE RFP/ADDENDUM

Should any prospective Proposer be in doubt as to the true meaning of any portion of the Request for Proposal, or should the Proposer find any patent ambiguity, inconsistency, or omission therein, the Proposer shall make a written request (via email) for official interpretation or correction. Such request shall be submitted to the specified person by the date listed above. The individual making the request shall be held responsible for its prompt delivery.

Such interpretation or correction, as well as any additional Bid provisions that the City may decide to include, will be made as an addendum, which will be posted on the MITN website at www.mitn.info. Any addendum issued by the City shall become part of the RFP and shall be taken into account by each proposer in preparing their proposal. Only written addenda are binding. It is the Proposer's responsibility to be sure they have

obtained all addenda. Receipt of all addenda must be acknowledged on proposal form.

TYPE OF CONTRACT

If a contract is executed as a result of the bid, it stipulates a fixed price for services. The contract period will be for one (1) year. Upon mutual consent of the City of Novi and the successful proposer, the contract may be renewed for two (2) additional years in one (1) year increments at the same terms and conditions of the original contract. Contract start February 9, 2025.

INSURANCE

A certificate of insurance naming the City of Novi as an additional insured and meeting the requirements in Attachment A must be provided by the successful proposer prior to commencement of work and remain in force during the entire contract period. The City must have a current certificate on file for the duration of the contract.

SELECTION PROCESS

This document is a Request for Proposals. It differs from an Invitation to Bid in that the City is seeking a solution as described herein, and not a bid meeting firm specifications for the lowest price. As such the lowest price will not guarantee an award recommendation. Competitive sealed proposals will be evaluated based on criteria formulated around the most important features of the service, of which qualifications, experience, capacity and methodology, may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards that measure how well a contractor's approach meets the desired requirements of the city. Those criteria that will be used and considered in evaluation for award are set forth in this document. The City will thoroughly review all proposals received. A contract will be awarded to a qualified contractor submitting the best proposal.

CONTRACT AWARD

The contract that will be entered into will be that which is most advantageous to the City of Novi, prices and other factors considered. The City reserves the right to accept any or all alternative proposals and to award the contract to other than the lowest proposer, waive any irregularities or informalities or both, to reject any or all proposals, and in general, to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interests of the City of Novi.

After contract award, a summary of total price information for all submissions will be posted on the MITN website at www.mitn.info.

The City may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

SUBMISSION OF PROPOSALS

Proposals must be submitted in a sealed envelope. Outside of mailing envelope must be labeled with name of contractor and name of RFP. Failure to do so may result in a premature opening or failure to open such proposal.

To be considered, sealed proposals must arrive at the location specified and date & time specified. There will be no exceptions to this requirement. Contractors mailing proposals should allow ample time to ensure the timely delivery of their proposals. Proposals received after the closing date and time will not be accepted or considered. Faxed, emailed, or telephone proposals are not acceptable. The City of Novi shall not be held responsible for lost or misdirected proposals.

Proposals must be clearly prepared and legible and must be signed by an Authorized Representative of the submitting Company on the enclosed form. Proposals must show unit and total prices. **ANY CHANGES MADE ON PROPOSAL FORMS MUST BE INITIALED OR YOUR PROPOSAL MAY BE CONSIDERED NON-RESPONSIVE.**

A proposal may be withdrawn by giving written notice to the Purchasing Manager before the stated due date/closing time. After the stated closing time, the bid may not be withdrawn or canceled for a period of One Hundred and Twenty (120) days from closing time.

Proposers are expected to examine all specifications and instructions. Failure to do so will be at the proposer's risk.

Failure to include in the proposal all information requested may be cause for rejection of the proposal.

No proposal will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City Novi upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City.

USE OF THE CITY LOGO IN YOUR PROPOSAL IS PROHIBITED.

RESPONSIVE PROPOSALS

All pages and the information requested herein shall be furnished completely in compliance with instructions. The manner and format of submission is essential to permit prompt evaluation of all proposals on a fair and uniform basis. Unit prices shall be submitted if space is provided on proposal form. In cases of mistakes in extension, the unit price shall govern. Accordingly, the City reserves the right to declare as non-responsive, and reject an incomplete proposal if material information requested is not furnished, or where indirect or incomplete answers or information is not provided.

EXCEPTIONS

The City will not accept changes or exceptions to the RFP documents/specifications unless Contractor indicates the change or exception in the "Exceptions" section of the proposal form. If Contractor neglects to make the notation on the proposal form but writes it somewhere else within the RFP documents and is awarded the contract, the change or

exception will not be included as part of the contract. The original terms, conditions and specifications of the RFP documents will be applicable during the term of the contract.

TAX EXEMPT STATUS

It is understood that the City of Novi is a governmental unit, and as such, is exempt from the payment of all Michigan State Sales and Federal Excise taxes. Do not include such taxes in the bid prices. The City will furnish the successful proposer with tax exemption certificates when requested. The City's tax-exempt number is 38-6032551.

The following exception shall apply to installation projects: When sales tax is charged to the successful proposer for materials to be installed during the project, that cost shall be included in the "Complete for the sum of" bid price and not charged as a separate line item. The City is not tax exempt in this case and cannot issue an exemption certificate.

CONTRACT TERMINATION

The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty days (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancellation shall be clearly stated in the written notice.

TRANSFER OF CONTRACT/SUBCONTRACTING

The successful proposer will be prohibited from assigning, transferring, converting or otherwise disposing of the contract agreement to any other person, company or corporation without the expressed written consent of the City of Novi. Any subcontractor, so approved, shall be bound by the terms and conditions of the contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Novi for such acts or omissions.

NON-DISCRIMINATION

In the hiring of employees for the performance of work under this contract, neither the contractor, subcontractor, nor any person acting in their behalf shall by reason of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status discriminate against any person qualified to perform the work required in the execution of the contract.

ACCEPTANCE OF PROPOSAL CONTENT

Should a contract ensue, the contents of the proposal of the successful Proposer may become contractual obligations. Failure of a contractor to accept these obligations may result in cancellation of the award.

DISCLOSURE

All documents, specifications, and correspondence submitted to the City of Novi become the property of the City of Novi and are subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments hereto. This means that any informational material submitted as part of this RFP is available without redaction to any individual or organization upon request.

ECONOMY OF PREPARATION

Proposals should be prepared simply and economically, providing a straightforward and concise description of the contractor's ability to meet the requirements of the bid. Emphasis should be on completeness and clarity of content. Included in the response must be a point by point response to the Requirements and other sections of the bid.

The City of Novi is not liable for any costs incurred by proposers prior to issuance of a contract.

INDEPENDENT PRICE DETERMINATION

By submission of a proposal, the offerer certifies, and in case of a joint proposal, each party hereto certifies as to its own organization, that in connection with the proposal:

- (a) The prices in the proposal have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offerer or with any other Competitor; and
- (b) No attempt has been made or will be made by the offerer to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.

Each person signing the proposal certifies that:

- (c) He is the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the proposal and that he has not participated and will not participate in any action contrary to (a) and (b) above; or
- (d) He is not the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the proposal but that he has been authorized in writing to act as agent for the persons responsible for such decisions in verifying that such persons have not participated, and will not participate, in any action contrary to (a) and (b) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (a) and (b) above.

A proposal will not be considered for award if the sense of the statements required in the proposal has been altered so as to delete or modify the above.



CITY OF NOVI

SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES AND PLAN REVIEW SERVICES- RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS

SPECIFICATIONS

OVERVIEW

The City of Novi is soliciting proposals from qualified and experienced firms to assist the Community Development Department with inspection and plan review services for commercial, residential and industrial projects in accordance with the State of Michigan Construction Codes on an as-needed basis. The qualified firms must be committed and strive to deliver excellence in customer service.

The intention of this document is to enter into a contract with one or more qualified firms in order to provide the necessary services and meet departmental demands. It is the intent of these specifications to cover the furnishing and delivery to the City of Novi supplementary building & trade inspection and review services for residential, commercial, and industrial buildings. The specifications cover the general requirements. Recommendations from proposers are encouraged and will be reviewed and evaluated based on the best interest of the City.

BACKGROUND

The City of Novi is a residential community in Oakland County Michigan with a population exceeding 66,000. The community includes important research, technical, service employers as well as educational institutions. It enjoys an excellent reputation in Southeast Michigan for its proactive government, community planning with many public parks and open space.

The City of Novi is a full service municipality. General information regarding the City is available at www.cityofnovi.org.

SCOPE OF WORK

Assist the Community Development Department with commercial, residential and industrial supplemental inspection and plan review services. The City can make no guarantees relating to the amount of work that will actually be available. The City reserves the right to have City staff perform any or all of this work at its discretion. The City may enter into a contract with one or more qualified firms in order to provide the necessary services and meet departmental demands.

- Customer service- the City of Novi is committed to excellence in customer service. Qualified firm team member(s) must provide knowledgeable, courteous, assist in improving and efficient customer service and strive to deliver quality customer service.

- Inspections and Plan Review must be for compliance with applicable portions of the State of Michigan Building, Residential, Plumbing, Mechanical, Electrical, Barrier Free Code, Energy Efficiency and referenced Fire Code provisions.
- Inspection services will include basic coordination with Plan Review, Clerical, Fire Review and Inspection and other Department inspection staff.
- Written notice of inspection left onsite for every inspection. Daily and remote entry of inspection results into BS&A Building Department.net software system may be required. Computer access may be provided by the City of Novi.
- Supplemental inspection staff must be available a minimum of (1) hour a day (preferred 7:30-8:30 am) in the City of Novi Community Development offices for consultation with contractors and/or property owners. (may be waived at the discretion of the Building Official or designee)
- All inspection staff must have and maintain at all times registration in appropriate inspection areas in accordance with the provisions of Act 407 of the State of Michigan and must demonstrate compliance. ICC certification desired. The City shall not be responsible for time and/or cost for continuing education of inspection staff or maintenance of certifications and registration.
- Inspection staff must keep complete, well-organized records of inspections including timely entry in tracking documents.
- Inspection staff must be able to conduct inspections, consult with the public and contractors and communicate with the public in an effective, respectful, helpful, and friendly and productive manner.
- Inspection services will be utilized on as a needed basis by the City up to and including full time if needed to provide the needed level of service. Inspection services are expected to be provided when the contractor is notified by 4pm the previous business day.
- The City will provide Code reference documents, a computer workstation, access to printer and printing supplies only. Inspection staff must be competent in Microsoft Word, and Excel, and able to quickly perform basic functions in BS&A Building Department.net. Staff will be required to sign and adhere to all City of Novi third party technology use and policy documents and standards.
- All inspection staff must provide cell phone access for City staff during service hours. This will be provided without cost to the City.
- Inspectors must submit for and pass a driver's license and background check. The City will provide a municipal vehicle for use to and from inspections only.
- The physical demands while performing the duties of this job regularly required to use his/her hands to finger, handle, or feel; reach with hands and arms; and talk or hear, frequently required to stand, walk, and sit, kneel, crawl, crouch, climb, or stoop, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, color vision, distance vision, depth perception, and the ability to adjust focus.
- Plan Review reports must be provided for building and trades including basic analysis to accompany approved plan sets.

REQUIREMENTS

- Inspection services must be provided as-needed on a next day schedule. Pricing is also requested for same-day service if needed.
- The successful firm must have experience with similar projects such as: hospitals, covered malls, large strip malls, medical office building, hotels, high hazard uses, mall tenant build-outs, industrial buildings, night clubs, restaurants, and churches.
- All inspectors must be registered under Act 54 in their appropriate fields.
- Ability to perform building, electrical, mechanical, plumbing, barrier free, energy code and referenced inspections and plan reviews, including trade reviews.
- The City of Novi Building Official or their designee shall have the right to approve or disapprove inspectors based on performance, attitude and communications with others, team's attitude, professionalism and other applicable criteria.
- City of Novi is committed to excellent customer service. Must demonstrate ability to consistently and effectively deliver a high level of quality customer service to all customers and visitors serviced by, as well as within in the City organization.
- Follow inspection procedures as defined by supervisory staff.
- Appropriate dress – no contractor symbols.
- No smoking or vaping on City property or in City Vehicles
- Other duties as assigned.

PREFERRED QUALIFICATIONS

- ICC certified appropriate inspection fields
- Ability and certifications to perform Fire Alarm and Fire Suppression inspections.

PAYMENTS

Payments for services under this contract shall be made on an hourly basis. Benefits, supervisory time, administrative time, insurance, fuel surcharges, taxes, other overhead, profit and any other miscellaneous costs are **not** chargeable directly but are overhead and the cost will be included in the hourly rate(s). The City will not pay for travel time to the City offices at beginning of work day or travel time when leaving offices at end of work day.

WORKMANSHIP

All work under the resulting contract will be performed in a skillful and workmanlike manner and shall meet with the approval of the Building Official or his authorized representative.

REGULATIONS AND SAFETY GUIDELINES

All contractors and subcontractors performing services for the City are required to comply with all Occupational Safety and Health Administration (OSHA), State and City Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors will be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

SELECTION PROCESS

The City of Novi reserves the right to interview any number of qualifying firms as part of the evaluation process. The decision of which firm(s) to contact, if any, will be based on the evaluation criteria set forth herein, as determined in the evaluation process. Meetings with shortlisted proposers will provide additional information and criteria upon which the City will base its selection decision. The City of Novi reserves the right to select, and subsequently recommend for award, the proposed services which best meets its required needs, quality levels and budget constraints.

The City of Novi is not required to accept the lowest proposal in all or in part. The proposal award will not be based solely upon cost, but will be evaluated based upon criteria formulated around the most important features of the services, of which qualifications, experience, references, methodology, timelines or capacity, may be overriding factors. The proposal evaluation criteria should be viewed as standards, which measure how well a vendor's approach meets the desired requirements and needs of the City.

Proposals will be evaluated and ranked. The City of Novi reserves the right to reject any and all proposals to make an award based directly on the proposals. The firm selected for the award will be chosen on the basis of the apparent greatest benefit to the City, including but not limited to quality, longevity, compliance with applicable standards, vendor qualifications and experience and cost analysis.

1. Qualifications, Experience and Training

The firm shall have on staff personnel who have experience with similar projects.

Outline why the City should select your firm to provide the required services.

Provide a profile of your firm, including history. Firm should clearly identify who shall be assigned to this project and provide their credentials and experience.

2. Comparable Projects

Provide a list of comparable projects that have been successfully completed by your firm.

3. Methodology

Provide the firm's method of approach or work plan summary to meet the City's objectives. Include copy/copies of inspection checklists from a recent significant project (i.e. hospital, large medical office building, or hotel).

4. Capacity

Is staff accessible and available to assist the City with this project? Describe how your firm can provide resources to assist the City. State your capacity to perform the work as described.

5. References

Provide references for similar work performed by your firm including the staff that would be providing service to the City.

6. Cost Proposal

Present a SEPARATE SEALED fee proposal identifying an hourly rate for each of the inspection categories. Out-of-pocket expenses, administrative charges, and so on

are to be included in hourly rate. Any travel time, etc., for which a contractor is obligated to pay his employee should be considered a part of overhead, and allowances for such, figured into the fee quoted to the City



**CITY OF NOVI
INSURANCE REQUIREMENTS
ATTACHMENT A**

1. The Contractor shall maintain at its expense during the term of this Contract, the following insurance:
 - a. **Worker's Compensation** insurance with the Michigan statutory limits and Employer's Liability insurance with minimum limits of **\$100,000** (One Hundred Thousand Dollars) each accident.
 - b. **Commercial General Liability Insurance** – The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance, Personal Injury, Bodily Injury and Property Damage on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** (One Million Dollars) per occurrence combined single limit.
 - c. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with Personal Protection insurance to comply with the provisions of the Michigan No Fault Insurance Law including Residual Liability insurance with minimum bodily injury limits of **\$1,000,000** (One Million Dollars) each person and **\$1,000,000** (One Million Dollars) each occurrence and minimum property damage limits of **\$1,000,000** (One Million Dollars) each occurrence.
2. All policies shall name the Contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice date to the City; alternately, contractor may agree to provide notice of such cancellation or reduction.
3. The City of Novi shall be named as Additional Insured for General Liability and Auto Liability. Certificates of Insurance evidencing such coverage shall be submitted to City of Novi, Purchasing Department, 45175 Ten Mile Road, Novi, Michigan 48375-3024 prior to commencement of performance under this Contract and at least fifteen (15) days prior to the expiration dates of expiring policies. A current certificate of insurance must be on file with the City for the duration of the contract. Said coverage shall be primary coverage rather than any policies and insurance self-insurance retention owned or maintained by the City. Policies shall be issued by insurers who endorse the policies to reflect that, in the event of payment of any loss or damages, subrogation rights under those contract documents will be waived by the insurer with respect to claims against the City.
4. The Contractor shall be responsible for payment of all deductibles contained in any insurance required hereunder.
5. If, during the term of this Contract, changed conditions or other pertinent factors should in the reasonable judgment of the City render inadequate insurance limits,

the Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be effected at the Contractor's expense, under valid and enforceable policies, issued by the insurers of recognized responsibility which are well-rated by national rating organizations and are acceptable to the City.

6. If any work is sublet in connection with this Contract, the Contractor shall require each subcontractor to effect and maintain at least the same types and limits of insurance as fixed for the Contractor.
7. The provisions requiring the Contractor to carry said insurance shall not be construed in any manner as waiving or restricting the liability of the Contractor under this contract.
8. The City has the authority to vary from the specified limits as deemed necessary.

ADDITIONAL REQUIREMENTS

HOLD HARMLESS/INDEMNITY

1. The Contractor agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers and contractors from any claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:
 - A. Acts or omissions by the Contractor, its agents, employees, servants and contractors in furtherance of execution of this Agreement, unless resulting from the sole negligence and tort of the City, its officers, employees, agents and contractors.
 - B. Violations of state or federal law involving whether administrative or judicial, arising from the nature and extent of this Agreement.
 - C. The Contractor agrees to defend the City from and against any and all actions or causes of action, claims, demands or whatsoever kind or nature arising from the operations of the Contractor and due to the acts or omissions of the Contractor or its agents, including, but not limited to, acts of omissions alleged to be in the nature of gross negligence or willful misconduct. The Contractor agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims or demands arising from the operations of the Contractor under this Agreement due to the above-referenced acts or omissions.
2. The Contractor agrees that it is its responsibility and not the responsibility of the City of safeguard the property and materials used in performing this Contract. Further the Contractor agrees to hold the City harmless for any loss of such property and materials used in pursuant to the Contractor's performance under this Contract.

3. The Contractor shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Contractor further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or subcontractor employed in the performance of this contract.



CITY OF NOVI

**SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS**

VENDOR QUESTIONNAIRE

Failure to answer all questions could result in rejection of your proposal. Please attach additional sheets if necessary.

Name of Firm _____

Address: _____

City, State Zip _____

Telephone _____ Fax _____

Mobile _____

Agent's Name (please type) _____

Agent's Title _____

Email Address: _____

Website _____

1. Organizational structure: Corporation, Partnership, etc. _____

2. Firm established: _____

3. Has your firm filed for Chapter 7 or Chapter 11 within the last ten (10) years?

No _____ Yes _____ Reason: _____

4. Under what other or former names has your organization operated?

5. How many full time employees? _____ Part time? _____

6. How many years has your company been providing inspection and plan review services? _____

7. How many clients does your company currently serve with the type of services described?

8. Please provide a complete description of the services you will provide for the City.

9. What are the qualifications of your staff and/or consultants that will be doing the inspections? Include all applicable registrations and certifications. Attach additional sheets if necessary.

10. What are your billing procedures?

11. Additional information / Points not covered. Attach additional sheets if necessary.

12. References: Provide at least three (3) client references. Include name address, phone, contact person and briefly describe scope of services.

Company _____
Address _____
Phone _____ Contact name _____
Scope of services _____

Company _____
Address _____
Phone _____ Contact name _____
Scope of services _____

Company _____
Address _____

Phone _____ Contact name _____

Scope of services _____

13. Can you meet the City's insurance requirements? Yes _____ No _____

14. Please provide a copy of your inspection checklists.

Yes _____ No _____

15. Our fee proposal is included in a separate sealed envelope.

Yes _____ No _____

16. Claims & Suits: Does your firm have any litigation pending or outstanding against your organization or its officers? If yes, please provide details.

No _____ Yes _____

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative: _____

Representative's Name (please print) _____

Date _____



CITY OF NOVI

**SUPPLEMENTARY BUILDING & TRADE INSPECTION SERVICES
AND PLAN REVIEW SERVICES-
RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL BUILDINGS**

FEE PROPOSAL

We, the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

Building Code Plan Review & Inspection

Hourly Rate

A. Plan Review: Building/Mechanical/Electrical/Plumbing \$ _____

Inspection Categories (M-F, minimum four (4) hours per day)

	Hourly Rate (Prior day notice)	Hourly Rate (Same day notice)
B. Building	\$ _____	\$ _____
C. Mechanical	\$ _____	\$ _____
D. Plumbing	\$ _____	\$ _____
E. Electrical	\$ _____	\$ _____

Alternates

F. Fire Alarm	\$ _____	\$ _____
G. Fire Suppression	\$ _____	\$ _____

We acknowledge receipt of the following Addenda: _____
(please indicate numbers)

Exceptions (all exceptions must be noted here):

Comments: _____

Non-Iran Linked Business

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1)that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

This proposal submitted by:

Company (Legal Registration) _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized Agent's Name _____

Authorized Agent's Title _____

Authorized Agent's Signature _____

E-mail _____

Date _____

01.21.2025

Comparison of Supplementary Plan Review and Inspection Fee Proposals

McKenna	Current Fee	Proposed Fee	Unit	Percent Change	Notes
Commercial Plan Review	\$135.00	\$135.00	per hour	0.0%	
Building Inspections	\$92.50	\$92.50	per hour	0.0%	(4) hr. min. per inspector (typ)
Mechanical Inspections	\$92.50	\$92.50	per hour	0.0%	
Plumbing Inspections	\$92.50	\$92.50	per hour	0.0%	
Electrical Inspections	\$92.50	\$92.50	per hour	0.0%	
Fire Alarm	\$92.50	\$92.50	per hour	0.0%	
Fire Suppression	\$92.50	\$92.50	per hour	0.0%	

Carlisle Wortman	Current Fee	Proposed Fee	Unit	Percent Change	Notes
Commercial Plan Review	\$120.00	\$135.00	per hour	12.5%	
Building Inspections	\$75.00	\$85.00	per inspection	13.3%	
Mechanical Inspections	\$75.00	\$85.00	per inspection	13.3%	
Plumbing Inspections	\$75.00	\$85.00	per inspection	13.3%	
Electrical Inspections	\$75.00	\$85.00	per inspection	13.3%	
Fire Alarm	\$75.00	\$85.00	per inspection	13.3%	
Fire Suppression	\$75.00	\$85.00	per inspection	13.3%	



COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road
Novi, MI 48375
(248) 347-0415 Phone
(248) 735-5600 Facsimile
www.cityofnovi.org

BUILDING PERMIT FEES

**CITY OF NOVI
COMMUNITY DEVELOPMENT
DEPARTMENT**



**Schedule of Permit and Plan Review Fees
Building Division
Effective for Permits invoiced beginning March 1, 2025**





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BUILDING PERMIT FEES

APPLICATION FEES

A nonrefundable application fee shall accompany each building permit application. This fee shall be as follows:

- 1. Residential
 - a. New Single-Family Residence, Additions, Alterations, Mobile Homes, Repairs & Zoning\$40
- 2. Nonresidential
 - a. New Commercial/Industrial & Additions, Other Non-Single Family\$40
- 3. Other
 - a. Construction Board of Appeals application fee, each meeting \$300
 - b. Zoning Boards of Appeals
 - i. Single Family Residential (Existing) \$220
 - ii. Single Family Residential With Violation \$275
 - iii. Single Family Residential (New) \$275
 - iv. Multiple/Commercial/Industrial \$330
 - v. Multiple/Commercial/Industrial With Violation \$440
 - vi. Sign \$330
 - vii. Sign With Violation \$440
 - viii. House Moves \$330
 - ix. Special Meeting (At Discretion of the Board) \$660

CONTRACTOR REGISTRATIONS/LICENSES

- 1. Residential: Builder or Maintenance & Alterations (duration of license) \$15

PLAN REVIEW FEES

- 1. Residential and Utility plan review (b, c and d per consultant contract, includes 15% administration)
 - a. Additions, alterations, & repairs etc. reviews\$30
 - b. Single family plan reviews \$155
 - c. MRC/Structural Review
 - i. Initial plan review \$161
 - ii. Additional reviews \$132.25
 - d. Similar/Dissimilar review
 - i. Initial review \$138
 - ii. Additional reviews \$109.25
- 2. Nonresidential
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.
 - b. Nonresidential trade plan reviews to be computed at .0015 (base fee) X .25 of the estimated construction cost.
 - c. Minor change from original plan review \$130
 - d. Major change from the original plan review to be computed at .500 of the base fee on the estimated construction cost.
 - e. Design build phases (each) \$200
 - f. Deferred submittal items (each) \$200
 - g. Rear yard façade review \$40.25

PERMIT & INSPECTION FEES ADDRESSES

- 1. Addresses (each new or reassigned)\$15



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BUILDING PERMIT FEES

BUILDING PERMIT VALUATION

The building permit fee shall be based on the total estimated cost of the project as noted or as computed at 95% of the current International Code Council (ICC) Building Valuation Data Report exclusive of site work. The fee shall be based on the building construction valuation as follows:

- Residential, one and two-family = \$104.46 per square foot; Private Garages = \$41.02
- Decks = \$19.47 per square foot; cedar and composite decks = \$28.22 per square foot
- Unfinished basements (all use group) = \$18.56 per square foot and \$16.00 per square foot for finished basements
- For nonresidential shell only buildings at 50% of table cost; New nonresidential building including tenant build out at 95% of table cost.
- New nonresidential interior tenant improvements and mezzanine at 50% of table cost (30% for existing)

Nonresidential (MBC) Permit Cost based on Construction Valuation

- a. Under \$1,000 \$60
 - b. \$1,001 and over \$60
- Plus \$5 for each additional \$1,000 or part thereof over \$1,001*

Residential (MRC) Construction Valuation

- c. Under \$1,000 \$60
 - d. \$1,001 and over \$60
- Plus \$4.50 for each additional \$1,000 or part thereof over \$1,001*

CERTIFICATE OF OCCUPANCY TEMPORARY BONDS

Additional bond will be required of the permit holder to insure completion of work and/or correction of violations noted by the Community Development Department.

- 1. New Single Family Temporary C/O \$1,000

COMPLETION AGREEMENTS (REQUIRED UNDER CHAPTER 26.5)

- 1. Completion agreement administrative fee (per phase)..... \$950

DIGITAL IMAGING

All projects are required to have the project documents digitally scanned to a CD for record retention. The following is a list that will determine the amount of digital imaging fees to be charged based on the size of the project submitted. These fees will be included in the permit fee calculation for the project. A 15% fee will be added to cover the administrative cost of this task.

- 1. Minor tenant alteration / residential with a total of twelve 24"x36" architectural sheets or less a flat fee..... \$100
- 2. Tenant alterations with a total of 13-50 24"x 36" architectural sheets and under 275- 8 1/2"x11" pages a flat fee..... \$260
- 3. New nonresidential building with a total of 51-100 24"x36" architectural sheets and under 475 8 1/2"x11" pages a flat fee..... \$400

DEMOLITION

- 1. Base fee \$50
- 2. Per structure, up to 1,000 square feet offloor area \$100
- 3. Each additional square feet of floor area. \$.03
- 4. Plan Review Fee (min.) \$100



COMMUNITY DEVELOPMENT DEPARTMENT

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BUILDING PERMIT FEES

MOBILE/PRE-MANUFACTURE HOME

- 2. Within the MH district, per dwelling unit \$180
- 3. In other districts, the fee shall be the same as the building permit valuation.

LAND IMPROVEMENT (per consultant contract)

- 2. Review \$115
- 3. Each review for builder-initiated change \$115
- 4. Footing elevation inspection \$155.25
- 5. Additional footing elevation inspection..... \$115
- 6. Final grade inspection (certification) \$155.25
- 7. Each additional inspection..... \$155.25
- 8. Minor Land Permit
 - a. Review..... \$86.25
 - b. Inspection fee..... \$86.25
 - c. Additional inspection fee \$86.25

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

- 1. Minimum Fee\$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEES

- 1. Residential & Nonresidential (per trade, includes fire inspection), each\$50
- 2. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
 - Special inspection (Change of occupancy) each \$180
- 3. Any other (per trade).....\$50
- 4. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour \$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour\$92

SIGNS

- Ground, Temporary, Wall, Canopy or Projecting Signs (each)\$75

TEMPORARY STRUCTURES (Tents, Construction/Sales Trailers, & all other mobile units)

- Minimum fee \$100

TEMPORARY USE AND FLOOD PLAINREVIEW/INSPECTION FEES

- 1. Temporary Special Exception \$100
- 2. Temporary Special Land Use \$200
- 3. Floodplain use permits (per consultant contract, includes admin. fee)
 - a. Major floodplain use permit\$3,450
 - b. Minor floodplain use permit..... \$402.50
 - c. Individual residential floodplain use permit \$402.50
 - d. Bonds
 - i. Major floodplain use permit.....\$10,000
 - ii. Minor floodplain use permit \$2,500
 - iii. Individual residential floodplain use permit..... \$1,000



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ELECTRICAL FEES

APPLICATION FEE on all permits (non-refundable).....\$35

CONTRACTOR REGISTRATION/LICENSES

All contractors shall register their license with the City of Novi before work is commenced. Registration shall be renewed each license year.

1. Electrical and Sign Specialty Contractor (duration of license).....\$15

PLAN REVIEW FEES

1. Plan review

a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

SERVICE (Temporary or Permanent)

- 1. 200 ampere or less – each service.....\$12
- 2. 201 – 600 ampere – each service.....\$18
- 3. 601 – 800 ampere – each service.....\$24
- 4. 801 – 1,200 ampere – each service\$30
- 5. Over 1,200 ampere – GFI only\$58

ELECTRICAL EQUIPMENT

- 1. Circuits (New, Extended or Altered) - each\$6
- 2. Lighting Fixtures—per 25\$7
- 3. HVAC
 - a. Furnace (unit heater)\$6
 - b. Air Conditioner\$8
 - c. Generator\$8
- 4. Appliances
 - a. Electric heating Units (baseboard)\$5
 - b. Power Outlets (range, oven, water heater, dryer, water pump, dishwasher, etc.)-each\$7
- 5. Signs
 - a. Unit Connections\$12
 - b. Letters.....\$15
 - c. Neon—each 25 feet.....\$20
- 6. Feeders-Bus Ducts, etc.-- per 50 feet\$7
- 7. Energy Retrofit –Temperature Control Equipment\$50
- 8. Grounding Electrode\$10
- 9. Transformers
 - a. 0 to 20 KVP 7 HP\$8
 - b. 21 to 50 KVP & HP\$12
 - c. Over 51 KVP & HP\$12
- 10. Smoke Detectors-- per 5.....\$6



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- 1. Minimum Fee\$50

BASE, ADDITIONAL AND OVERTIME INSPECTIONS FEE

For the purpose of determining conformance with codes:

- 1. Residential & Nonresidential (per trade, includes fire inspection), each\$50
- 2. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
- 3. Final inspection.....\$50
- 4. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour\$68
 - b. Overtime, Sunday & Holidays (# hour minimum), per hour\$92



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MECHANICAL FEES

APPLICATION FEE on all permits (non-refundable).....\$35

CONTRACTOR REGISTRATION/LICENSES

1. Heating & Cooling, Water and Sewer Excavator, and/or Commercial Boiler (duration of license) \$15

PLAN REVIEW FEES

1. Plan review

a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

HEATING EQUIPMENT/SYSTEMS

- 1. Residential heating system (includes duct and gas line pipe)\$60
New building only (replacement system should be itemized)
- 2. Gas/oil burning equipment (furnace, rooftop units) \$35
 - a. Compressors (split/combination) rooftop units only \$35
 - b. Gas fired generator \$35
- 3. Residential boiler \$35
Residential boiler must be installed by a licensed boiler installer.
- 4. Water heater \$6
- 5. Flue/vent damper/chimney liner \$6
- 6. Solid fuel equipment (includes chimney)..... \$35
- 7. Gas burning fireplace (includes chimney) \$35
- 8. Chimney, factory built-installed separately \$30
- 9. Solar; set of 3 panels (includes piping)..... \$24
- 10. Gas piping; each opening (new installation/gas pressure test) \$6
- 11. Heat pumps (complete residential) \$35
- 12. Bath and kitchen exhaust ducts \$6
- 13. LP Tanks—A homeowner must own tank to install. If homeowner does not own tank, license mechanical contractor must install tank
 - a. Aboveground \$48
 - b. Underground \$48
- 14. Humidifiers \$12
- 15. Ducts \$35 minimum \$.15/ ft
- 16. Heat pumps—nonresidential (pipe not included) \$24
- 17. Air handlers/heat wheels
 - a. Under 10,000 CFM..... \$24
 - b. Over 10,001 CFM..... \$70
- 18. Commercial hoods/grease ducts..... \$18
- 19. Heat recovery units \$12
- 20. V.A.V. boxes \$12
- 21. Unit Heaters \$18

PIPING SYSTEMS

- 1. Process Piping \$25 minimum \$.06/ ft
- 2. Gas Piping \$25 minimum \$.06/ft



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MECHANICAL FEES

REFRIGERATION AND AIR CONDITIONING

- 1. Air conditioning (including split systems) \$35
- 2. Evaporator coils..... \$35
- 3. Refrigeration (includes split systems) \$30
- 4. Chiller \$35
- 5. Cooling towers \$35
- 6. Compressor \$30
- 7. Ducts \$30 minimum \$.15/ft

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- 1. Minimum Fee.....\$50

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

- 1. Residential & Nonresidential (per trade, includes fireinspection), each\$50
- 2. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
- 3. Final inspection.....\$50
- 4. Any other (per trade).....\$50
- 5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour\$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour\$92



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PLUMBING FEES

APPLICATION FEE on all permits (non-refundable).....\$35

CONTRACTOR REGISTRATION/LICENSES

- 1. Water & Sewer Excavator.....\$15
- 2. Plumbing Contractor (duration of license)\$15

PLAN REVIEW FEES

- 1. Plan review
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

FIXTURES (each) As follows:

Bath Related

Bathtub	\$6
Bidet	\$6
Lavatories	\$6
Shower Pan	\$6
Urinal	\$6
Water Closet (toilet)	\$6

Kitchen/Bar Related

Disposal	\$6
Dishwasher	\$6
Grease Trap.....	\$6
Ice Making Machine.....	\$6
Refrigerator.....	\$6
Sink	\$6

Business/Medical Related

Bed Pan Washer.....	\$6
Carbonated Beverage Dispenser	\$6
Dental Chair.....	\$6
Drinking Fountain.....	\$6
Embalmng Table	\$6
Emergency Eye Washer	\$6
Emergency Shower	\$6
Slop Sink.....	\$6
Medical Gas (per opening)	\$6

Other Misc. Fixture, Drains, etc.

Acid Drain	\$6
Autopsy.....	\$6
Building Drains	\$6
Lavatories	\$6
Condensate Drain	\$6
Floor Drain	\$6
Hot Water Tank (Heater).....	\$6
Laundry Trays	\$6
Manholes, Catch Basins	\$6
Mobile Home Park Site	\$6
Outlet/Connection to Heating System	\$6
Outlet/Connection to Make-up Water Tank	\$6
Plaster Trap	\$6
Pump (Sump, Ejector, Wtr. Drv) (backflow)	\$6
Roof Sump/Drains (Conductor)	\$6
Sprinkler System (Irrigation)	\$6
Starch Trap	\$6
Sterilizer	\$6
Stub Ups (underground only)	\$6
Washing Machine	\$6
Water Connected Still	\$6
Water Softener/Filtering Equip	\$6
Fixtures not listed above	\$6



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- 1. Minimum Fee.....\$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: 6

- 1. Residential & Nonresidential (per trade, includes fire inspection), each\$50
- 2. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
- 3. Final inspection.....\$50
- 4. Any other (per trade).....\$50
- 5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour\$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour\$92

WATER SERVICE (Includes any repair work)

- 1. Less than 2"line.....\$6
- 2. 2" to 6"line..... \$30
- 3. Over 6"line.....\$60

SEWERS (Sanitary, Storm, or Combined)

- 1. Less than 6"line.....\$6
- 2. 6" lineand over..... \$30

WATER DISTRIBUTION PIPE (SYSTEMS)

- 1. 3/4"line\$60
- 2. 1" line\$12
- 3. 1¼" line\$18
- 4. 1½" line \$24
- 5. 2" line \$30
- 6. Over 2" line \$35



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FIRE ALARM FEES

APPLICATION FEE on all permits (non-refundable).....\$35

CONTRACTOR REGISTRATION/LICENSES

1. Fire Alarm Contractor \$15

PLAN REVIEW FEES

1. Plan review performed by city employees..... \$200

2. Additional plan review performed by cityemployees..... \$100

FIRE ALARM SYSTEMS FEES

1. Circuits \$6 ea

2. Fire alarms–up to 10 devices \$60

3. Firealarm–11 to 20 devices \$120

4. Firealarm–over 20 devices \$6 ea

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1. Minimum Fee\$50

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

- 1.
- 2. Residential & Nonresidential (per trade, includes fireinspection), each\$50
- 3. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
- 4. Final inspection.....\$50
- 5. Any other (per trade).....\$50
- 6. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour\$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour\$92



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FIRE SUPPRESSION FEES

APPLICATION FEE on all permits (non-refundable).....\$35

CONTRACTOR REGISTRATION/LICENSES

1. Fire Suppression Contractor\$15

PLAN REVIEW FEES

1. Plan review performed by city employees \$200
2. Additional plan review performed by city employees \$100

FIRE SUPPRESSION SYSTEMS FEES

1. Firesuppression/protection minimum\$25
2. Sprinkler heads (per head)\$.85
3. Flushingofpipeinspection\$50
4. Hydro inspection \$50
5. Hood/duct systems
 a. minimumforone(1) \$20
 b. Eachadditional.....\$6
6. Certification fee.....\$12

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee.....\$50

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: (Observable components for Life/Safety issues only)

1. Additional inspection.....\$50
2. Re-inspection (re-inspection fees to be paid prior to re-inspection)\$50
3. Rough inspection\$50
4. Final inspection.....\$50
5. Special/safety inspection/hood system.....\$50
6. Overtime Fees (Subject to staff availability)
 a. Overtime, Evenings and Saturday (3 hour minimum), per hour \$68
 b. Overtime, Sunday & Holidays (3 hour minimum), per hour\$92