



**BUILDING AUTHORITY**  
CITY OF NOVI  
Building Authority Meeting  
**Thursday, April 1, 2010 | 8 A.M.**  
Council Chambers | Novi Civic Center | 45175 W. Ten Mile Road

Meeting was called to order at 8:01 a.m.

**Members Present:** Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes, Clay Pearson (arrived 8:02 a.m.), Mark Sturing

**Members Absent:** Kathy Smith-Roy (absent/excused)

**Others Present:** Melissa Place

### **APPROVAL OF AGENDA**

**Motion by Farkas, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the agenda with addition of discussing the irrigation system under item 6. (Pearson absent)**

### **APPROVAL OF MINUTES**

**Motion by Boulard, seconded by Hayes; CARRIED UNANIMOUSLY: To approve the March 18, 2010 minutes as presented. (Pearson absent)**

### **PURPOSE OF THE MEETING**

#### **1. Interior signage**

Mr. Chris de Bear opened the dialogue with a brief explanation of the breakdown of items. Mr. Mark Sturing asked what is the budget, and what has been spent? Mr. de Bear responded the initial budget was \$42,000 for materials only and \$47,000 with product costs. The bids actually came in at a lower cost of \$37,000. Mr. Larry Czekaj commented then \$37,009.25 is what has been spent on materials. Mr. de Bear explained this does not include additions or labor. Mr. Czekaj asked what is backer tape? Mr. de Bear explained it is what goes on the back of the signs to make them adhere to glass. The \$600 cost for glass backers is reasonable to keep the look clean and consistent with other signage. The signage will be installed either on drywall or glass surfaces. Mr. Czekaj asked if every study room needs signage? Ms. Julie Farkas answered yes. Rooms will be assigned to renters so there needs to be identifiable indicators. Mr. Czekaj understands but thinks there is enough staff to escort the renter to their room. Mr. de Bear commented his experience is it would be unusual for staff to escort a renter and not have signage.

Mr. Czekaj asked if the number can be put on the solid oak door? Mr. de Bear is not sure if the number can be mounted on the door and be ADA compliant. Can this item wait until staff is in the building and lives with it awhile to see how it flows? There may be a need for more or less signs, commented Mr. Czekaj. Mr. de Bear explained the majority of the cost with this

change order request is with item number ten which are donor plaques. Mr. Sturing is becoming change order adverse but will defer to Mr. de Bear and Ms. Farkas. Mr. de Bear said there could be a \$45 savings on each donor plaque for a slightly different design that is being considered. This is the first time that Library Design has come before the Building Authority.

**Motion by Farkas, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the additional cost of \$9,477.25 for the interior signage package.**

### **Discussion**

Mr. Charles Boulard asked if there are other outstanding FF&E items for the budget? Ms. Farkas said yes. There are a few small items remaining. Mr. de Bear explained the need for another stand-up counter for the small corner work area in the sorting room for a computer. Ms. Farkas said the other is for overhead bins for her office. Mr. Sturing asked if money needs to come out of contingency. Mr. Clay Pearson said there is \$28,000 available if needed.

### **2. Approval of exterior wayfinding signage bid to Beacon Sign Co. in the amount of \$21,085**

Ms. Farkas met with Novi School Administration and they have approved signage at Wildcat Drive into the parking lot for the drive up area and signage along Taft Road. Mr. Czekaj asked if the signs are permanent? Mr. Pearson said the Taft Road sign is a driveway marker. Mr. Czekaj asked if the gate and two signs are coming back for a credit? Mr. Paul Danko said yes.

**Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the cost of \$21,085 for exterior wayfinding signage and take out of the contingency line item if necessary.**

### **Discussion**

Mr. Sturing said maybe a directional sign(s) a mile away would be beneficial for those not familiar with the library location. Mr. Pearson commented these signs can be done by City staff and costs could be moved out of contingency as well.

### **3. Snow Block for canopy**

Mr. Danko explained Mr. Carl Adams had observed when the snow melted it slid west onto the shrubs. There is a cost of \$941 to install a snow guard. Mr. Czekaj said why is this issue an owner cost? Mr. Hayes asked why was it not installed and not included on the specifications? Mr. Danko said it was observed in the field. Mr. Sturing is concerned with the amount of last minute changes. Mr. Czekaj asked Mr. Blair why this is an owner issue and not a design issue? Mr. Al Blair said this could not have been predicted. Mr. Carl Adams said it was noticed so the item was brought forward to the Board's attention. Mr. Boulard commented the shrubs are really vegetation grasses. Mr. Adams said bamboo. Mr. Boulard believes the bamboo can be cut down in late fall to come back in the spring. This issue can be brought back after next winter for the same price. Mr. Danko said yes. This is a standard

seam that can be done later. Mr. Boulard appreciates Mr. Adams observation. Mr. Czekaj asked if there will be a steady stream of ice flowing off the canopy. Mr. Danko said there is a gutter to divert.

#### **4. Approval of The Dailey Company Pay Estimate No. 15 in the amount of \$624,172**

**Motion by Hayes, seconded by Farkas; CARRIED UNANIMOUSLY: To approve Pay Estimate No. 15 in the amount of \$624,172 to The Dailey Company. (Pearson absent)**

#### **Discussion**

Mr. Czekaj asked if this includes Change Order No. 17. Mr. Danko said it only includes up to Change Order No. 15.

#### **5. Approval of The Dailey Company Change Order No. 17 in the amount of \$22,502 for a new total contract sum of \$10,809,186**

Mr. Sturing commented the Change Order includes another twelve items which is another high amount. Mr. Czekaj agrees and asked Mr. Danko to explain individually. The first item is for night lights. Mr. Blair explained night lights are not required by code but some light source is needed if staff is in the building late. Mr. Czekaj said why not set the timer a little later to accommodate. Mr. Blair explained it is to help staff exit the building. So the lights cannot be manually turned on, asked Mr. Czekaj? Mr. Ron McKay explained there is the ability to override the settings. There are not lights in all the areas. Staff offices are hard wired but if timers go down it gets dark. We walked the building at night to look for viable locations. Mr. Adams mentioned he went over the building with the electrician to pick up a light here and there. Ms. Farkas said there are a total of six lights. Mr. Sturing asked what happens when the cleaning staff is in the building at night? Ms. Farkas said lights will be turned on. Mr. Czekaj said why have lights on all night? Mr. McKay explained the lights could be timed by zones which is energy efficient. Mr. Czekaj asked are we overriding what the police recommended? Mr. Danko said yes.

Mr. McKay said initially the night lights were put on circuits that went off. Mr. Adams explained he started looking at the night lights and discovered only one light. Mr. McKay said BEI takes responsibility. We agree this is our mistake. Mr. Czekaj said if the design was incorrect. BEI corrected so these are more lights? Why is there a charge? Mr. Boulard confirmed the police recommendation was no night lights. Mr. McKay spoke with Mr. Adams about the one night light. This is a solution. Mr. Adams would like the opportunity to discuss with Mr. McKay to clarify accountability. Mr. McKay said the previous meeting with Ms. Smith-Roy was on the existing items which need to be revisited and discussed. Mr. Czekaj said the previous 20 or more items was agreed to and resolved. These are new stand alone items. Mr. Sturing asked Mr. Danko what has been done. Mr. Danko responded the majority are completed. Mr. Czekaj said the owner is not accepting responsibility.

Mr. Boulard said Change Order Request (COR) No. 118 was owner requested along with COR Nos. 120 and 122. Mr. Czekaj asked about COR No. 118 for additional four months warranty for the elevators. What is the period involved and how often does the City contract a warranty? Ms. Farkas explained this warranty is for the four month period until the Library can be included in the City's bid. Mr. Adams continued that the COR No. 120 is to waterproof

the receptacles on the patio; COR No. 121 is to paint the gap between the reading room and the silent study; COR No. 122 is for the additional access panels for the added shut-off valves; COR No. 123 was an oversight in the quote provided by The Dailey Company for painting back of art tile cases; COR No. 124 is for a bumper rail in the return drop/sorting room to eliminate wall damage. Mr. Adams will discuss COR No. 126 and 127 with BEI. ; COR No. 128 is for the data drop since it was put in the wrong area. BEI plans did not match Fanning-Howey plans.

Mr. Czekaj asked about COR No. 129 regarding the temperature sensors. Because the shelving was put over these sensors it should not be an owner charge because the drawings should reflect the location of shelves. Has the work started? Mr. Danko said it is in progress. Mr. Boulard has spoken to Ms. Smith-Roy and this item can be worked out. Mr. Czekaj said if we agree to pay but not take responsibility, then what? Mr. Hayes agrees with Mr. Boulard to work out a solution. Mr. Danko explained the sensors still fit behind the shelves but are being moved several feet. Mr. Czekaj commented without the move the sensors would not function properly. The point is the mechanical plans did not note to see the FF& E plans.

**Motion by Boulard, seconded by Hayes; CARRIED UNANIMOUSLY: To approve Change Order No. 17, minus Change Order Request No. 129 to relocate 14 space temperature sensors for the amount of \$4,126.03 to be included in a future Change Order, for the total amount of \$18,375.97. (Pearson absent)**

## **Discussion**

Mr. McKay wants to discuss COR No. 129 with Mr. Adams. Mr. Danko commented this change order was distributed two or three days ago and asked for comments and none were received. Mr. Adams said there were no notes on the plans to talk to FF&E. Mr. Boulard said the sensors have to be moved. Mr. McKay signed off on the RFI. It has to get fixed because they will not work behind book cases. Mr. Blair was surprised the mechanical contractor did not question.

## **6. Construction Update**

Mr. Danko said the punch list is down to one page. The furniture is being delivered. Mr. de Bear commented the on-site supervisor, Mr. Vince Washington, is working on correcting the damage done by the movers. The office furniture is being moved in to keep the business disruption as limited as possible.

Mr. Czekaj asked for an irrigation update. Mr. Danko met with Mr. Blair, Mr. Adams, and Mr. Walker to discuss the pumps and alternatives. Next Tuesday a meeting is set to discuss what needs to be done. Mr. Czekaj asked that this item be included on the next Building Authority agenda, which is April 15, 2010.

Ms. Farkas mentioned the Fire Department will be using the old building for drills starting the afternoon of April 15. The surplus action will be the evening of April 14. The utilities will be turned off on April 15. The demolition of the building is scheduled for April 18. Mr. Danko continued there needs to be some abatement prior to demolition. How long for demolition, asked Mr. Sturing? Mr. Danko said two and half weeks because the utilities are dealt with first. Mr. Czekaj asked when is the parking lot to be completed? Ms. Farkas commented the

north lot of the high school will be used from June until the start of school. There will be sidewalks for patrons along with handicap spaces available. The new library will be able to accept drop off materials on April 9. Mr. Sturing said it takes three months for the parking lot? Mr. Danko said that time includes curb and gutter, utilities, and landscaping. The completion target date is August 10. Mr. Boulard said a lot is involved for infrastructure under the parking lot. He inquired as to whether temporary striping can be put on the base course. Mr. Danko will discuss this request because there are liability issues to be considered.

**AUDIENCE COMMENTS – None**

**Motion by Farkas, seconded by Boulard; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:39 a.m.**

**Minutes approved April 15, 2010**