



# BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

**Thursday, August 19, 2010 | 8 A.M.**

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

Chair Larry Czekaj called the meeting to order at 8:01 a.m.

**MEMBERS PRESENT:** Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes (arrived at 8:10 a.m.), Clay Pearson, Kathy Smith-Roy, Mark Sturing

**OTHERS PRESENT:** Melissa Place

## APPROVAL OF AGENDA

**Motion by Boulard, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the agenda with the addition of 9. Schedule Next Meeting Date. (Hayes absent)**

## APPROVAL OF MINUTES

**Motion by Smith-Roy, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the July 22, 2010 meeting minutes as presented. (Hayes absent)**

**Motion by Smith-Roy, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the August 5, 2010 meeting minutes as presented. (Hayes absent)**

## PURPOSE OF THE MEETING

### 1. Negotiations with contractor for items removal from old building

Mr. Paul Danko opened the discussion that there was furniture left in the old library that did not go to the new building and was not sold. This component was not covered under the contract. The contractor does not want to move on the price. What was the original charge, asked Ms. Kathy Smith-Roy. Mr. Danko said \$9,300 but is probably down to \$8,000 as of today. Mr. Czekaj commented this may be a Library charge and could be offset by the sale of the old furnishings at auction. Did the contractor salvage some shelving and other items? Ms. Julie Farkas said she did not know there would be a charge. Ms. Smith-Roy said there is no allowance in the contract. Mr. Czekaj said this was not part of the contract. Mr. Danko said it is correct. He has a breakdown of times and items that were removed. Mr. Charles Boulard commented the metal was sold. Mr. Danko said that is usually included in the contract as scrap. Mr. Sturing said unfortunately, a charity probably would have removed the items. Ms. Farkas said that was considered, but may have put the schedule behind a couple of weeks. Mr. Carl Adams said by no means should the cost be \$8,000 or \$9,000. He believes supporting paperwork never was signed-in or out. Mr. Danko understands the issue. The priority was to get the job done on time. No one thought the cost would be what it is. He will continue to discuss with contractor.

## **2. Change Order Request No. 176 for eliminating 300 amp switches to computers**

Mr. Danko explained the submitted drawing from BEI shows \$2,700 for an electrician but needs more information. Mr. Czekaj asked for an explanation. Mr. Adams explained the contactors on the computers experience a brown out over a long period, which resulted in loss of power to the computers. Mr. Czekaj asked how long this has been going on? Ms. Farkas commented it happened at the old building as well. Ms. Smith-Roy commented the concern is over nights and weekends. Mr. Czekaj thought the Smart panel allowed the power to go off at these times. Ms. Smith-Roy said the power is still there. Mr. Sturing said if it is our transformer it should be adjusted. Mr. Danko said there is the concern it will burn out and have to be serviced. Ms. Farkas said if another brownout occurred, the computer systems could be down for 6 to 8 hours. Mr. Danko said the original estimate was \$2,700 may be less.

**Motion by Farkas, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To eliminate the 300 amp switches for the not-to-exceed amount of \$2,700.**

## **3. Change Order Request No. 184 for landscape enhancements at loading dock**

Mr. Danko said there has been difficulty in locating bamboo plants so there is the need to look for an alternative planting. Mr. Czekaj said we need to wait to hear from Joe Walker on an alternative.

## **4. Approval of Change Order No. 22 in the amount of \$19,770 for the new contract sum of \$10,917,668**

**Motion by Smith-Roy, seconded by Sturing; CARRIED UNANIMOUSLY: To approve Change Order No. 22 in the amount of \$19,770 for the new contract sum of \$10,917.668.**

## **5. Landscaping options for west side of Library**

Mr. Czekaj asked if this was in the swale. Mr. Al Blair said this was created around the two existing trees. Mr. Czekaj commented evergreens were needed for winter color on Fuerst Park and asked for cost. Mr. Clay Pearson commented why build a green wall. The purpose was to see the park and Township Hall from the Library. Evergreens will block the view from the first floor. Mr. Blair said evergreens are expensive so there is the option of lower growing plantings and mulch around the existing trees. Mr. Danko said the cost estimate is around \$3,500-\$4,000 which includes \$1,500 for the metal edging. No action was taken.

## **6. Discussion on drive-up return area**

Ms. Farkas commented this is being brought forward since this is a recurring issue with patrons returning materials. They are still opening their doors or getting out of their vehicles to use the book return. She is looking for options. There is a perception that the one return is out too far. Mr. Boulard said one is automatic and the other is manual. Ms. Farkas said yes. The flat one to the building is the one to be used. Mr. Blair said an option is to cut off 5 inches off the manual return. Mr. Sturing is frustrated and wonders why the technology team did not figure this out? Mr. Farkas said originally there were to be two manual returns. Ms. Farkas commented Fanning-Howey has been consulted. Mr. Sturing commented the Board hired a technology firm to advise and make recommendations. Ms. Farkas commented it is a physical appearance that

makes patrons open the door or get out. It is a design problem. Mr. Czekaj said this should be discussed with Fanning-Howey and the architects to resolve. Ms. Smith-Roy said Fanning-Howey will not be paid its final payment until it is resolved.

## **7. Budget Update**

The documents presented include the changes from the last meeting. The FF&E invoices came in at different quantities and costs than the bid. Approval is sought from the Building Authority to proceed with the payment on the next warrant.

**Motion by Farkas, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the FF&E invoices to Library Design as presented.**

### **Discussion**

Mr. Sturing asked for an update of the tracking the invoices for the opening day collection. Ms. Smith-Roy said Finance has reviewed through June 30 and July will be on the next warrant.

## **8. Construction Update**

Mr. Danko said the project is almost done. Waiting on BEI for a final punch list for screen wall at loading dock. The three security cameras on the poles needed new mounts. The receiving area needs to be cleaned up and move trees and planting to other areas on north side. The irrigation system is running off the well. The Dailey Company's sub Great Oaks will train Mr. Dion on the irrigation system when plantings are completed. It is important that no adjustments are done until this training is complete. Ms. Farkas understands.

Mr. Czekaj said the landscaping looks great but there needs to be some weeding. Ms. Farkas commented volunteers might be used. Mr. Sturing said the easement needs to be mowed as well. Ms. Smith-Roy said Brien's will be contacted to mow this area.

## **9. Schedule Next Meeting Date**

Mr. Czekaj asked that BEI have a quote for the next meeting for the plantings. The swale looks bare.

The next meeting will be Wednesday, September 1, 2010 at 8 a.m. in the Council Chambers.

### **AUDIENCE COMMENTS – None**

**Motion by Sturing, seconded by Boulard; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:05 a.m.**

**Minutes approved September 16, 2010**