COUNCIL MEMBERS
JIM JOLLY, President
LAURA M. TOY, Vice President
SCOTT BAHR
ROB GJONAJ DONOVIC
BRANDON McCULLOUGH
KATHLEEN E. McINTYRE
SCOTT MORGAN

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2250
citycouncil@livonia.gov

OFFICE OF THE COUNCIL

ELECTRONIC AGENDA PACKET FOR THE REGULAR MEETING OF MONDAY, JULY 24, 2023 7:00 P.M.

The electronic agenda is compiled, produced and distributed by the City Council Staff.
(734) 466-2250

The official documents are on file in the City Clerk's office.

1973rd Regular Meeting Agenda of the Council of the City of Livonia
Monday, July 24, 2023 - Revised

7:00 p.m. - City Hall Auditorium
33000 Civic Center Drive, Livonia, Michigan

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION OF MINUTES - Regular Meeting Minutes of July 10, 2023

AUDIENCE COMMUNICATION

REPORTS FROM THE MAYOR AND OTHER CITY OFFICIALS

a. Communication from the Department of Finance, dated July 2, 2023, re: forwarding the Departmental Purchases Report, for the month ending June 30, 2023.

CONSENT AGENDA

1. REQUEST TO BARRICADE CITY STREETS: Chris Inch, Stevenson Cross Country Head Coach, re: on Friday, August 18, 2023, from 12:00 p.m. through Saturday, August 19, 2023, at 12:00 a.m., with a rain date of August 19, 2023, on Perth Street from Stark Road until it dead-ends West of Farmington, for a nighttime high school cross country meet.

2. BLOCK PARTY: Carol Dobos and Nimosa Farazza, re: to be held Saturday, August 26, 2023, from 4:00 p.m. to 10:00 p.m., on Cranston Street between Scone and Perth Streets, with a rain date of Sunday, August 27, 2023.

3. REQUEST TO WAIVE THE DRIVEWAY ORDINANCE REQUIREMENT: Jason Renaud, re: to waive City Ordinance 12.04.205 (1), Curb cuts, from a maximum of twenty-five (25) feet to thirty-one (31) and one half (0.5) feet.

4. REQUEST TO APPROVE QUARTERLY BUDGET ADJUSTMENTS: Department of Finance, re: for the first and second quarter of the 2023 Fiscal Year Budget.

5. REQUEST TO APPROVE HOURLY RATE INCREASES: Department of Civil Service, re: for the grant classifications of Bus Driver and Dispatcher II.

6. REQUEST TO APPROVE ADVANCED SALARY ENTRANCE STEP: Department of Civil Service, re: for the incoming Library Director.

7. REQUEST TO ENTER INTO AGREEMENT BETWEEN CHARTER TOWNSHIP OF CANTON AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for reimbursement of day pass use of the Jack E. Kirksey Recreation Center by Summit on the Park members beginning August 1, 2023, and ending five (5) days after the City receives reopening notice of the Summit pool.

8. REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 3, 2023; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION, TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY; AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAINS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, re: same.

9. AWARD OF CONTRACT: Engineering Division, re: for the 2023 Lane Line Marking Program, Contract 23-H.

UNFINISHED BUSINESS - MEETINGS OF THE COMMITTEE

10. CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE MEETING OF JULY 17, 2023
    a. The subject matter of Bell Creek's erosion issue(s). (CR 04-22)

    b. The subject matter of the 2022 Facility Condition Assessment and Space Needs Assessment. (CR 02-23)

UNFINISHED BUSINESS

NEW BUSINESS

11. BLOCK PARTY: Cindy Roberts, re: to be held Saturday, July 29, 2023, from 12:00 p.m. to 10:00 p.m., on Roycroft Street between Woodring and Loveland Streets.

12. REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Lisa R. Wasil, re: to host a graduation party on Saturday, July 29, 2023, from 3:00 p.m. to 1:00 a.m. on property located at 29946 W. Chicago Road.

13. REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Jacob Ermete, re: to host a concert event on Friday, August 5, 2023, from 3:00 p.m. to 11:00 p.m. with live music and DJs on property located at 9820 Levan Road.

14. PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 11745 Inkster, for a total of $13,476.19, including estimated closing costs, through the Community Development Block Grant Program.

15. REQUEST TO SCHEDULE A CLOSED COMMITTEE OF THE WHOLE MEETING: Department of Law, re: for the purpose of discussing pending litigation and attorney/client privileged communications with respect to Middlebelt Plymouth Venture, LLC v City of Livonia; U.S. District Court Case No. 2:22-cv-12734.

16. REQUEST TO AMEND CR 190-23: Department of Law, re: to reflect Council's approval of the requested sidewalk waiver from Joseph Eadeh of American Building Co., for the newly constructed home located at 18937 Melvin.

AUDIENCE COMMUNICATION

NOTICE(S)

In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Livonia, upon adequate notice, will make reasonable accommodations for persons with special needs. Please call (734) 466-2236 or email clerk@livonia.gov if you need assistance. Council agendas are available on the City's website – www.livonia.gov - under Your Government, City Council, Agendas & Minutes.

SUSAN M. NASH, CITY CLERK

LETTER TO THE LIVONIA CITY COUNCIL

a.

Finance
July 2, 2023

MEETING DATE	PREPARED BY
Regular Meeting July 24, 2023	DeAnne Bates, Program Supervisor,

AGENDA ITEM

a,. Communication from the Department of Finance, dated July 2, 2023, re: forwarding the Departmental Purchases Report, for the month ending June 30, 2023.

BACKGROUND DETAILS

Finance Ordinance 3.04.130(A) requires that a report be provided to the governing body regarding departmental purchases that are between $15,000 and $19,999. Attached hereto are the departmental purchases that meet this criterion for the month ending July 2, 2023.

Additional details will be furnished upon request.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

We respectfully request that City council receive and file this report.

ATTACHMENTS

1. City Council - Receive and File Purchases - June 2023

APPROVED BY

Michael T Slater

Michael Slater, Finance Director — Date: July 03, 2023

Maureen Miller Brosnan

Maureen Miller Brosnan, Mayor — Date: July 06, 2023

City of Livonia **For Month of : June 2023**

City Council - Recieve and File Purchases

Pursuant to Ordinance Section 3.04.130, purchases between $15,000 and $19,999 need to be submitted to City Council as a receive and file item. Below are the purchases that meet this criteria.

Item #	Date	Department	Vendor	Item	Cost	Description
1	6/9/2023	Police	Kiesler Police Supply Inc #47750	Ammunition	$19,930.00	(86) FEDEAE223: Federal American Eagle 223REM 55GR FMJ 500rds/Case, (1) Liftgate Delivery Fee
2						
3						
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CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

1. REQUEST TO BARRICADE CITY STREETS: Chris Inch, Stevenson Cross Country Head Coach, re: on Friday, August 18, 2023, from 12:00 p.m. through Saturday, August 19, 2023, at 12:00 a.m., with a rain date of August 19, 2023, on Perth Street from Stark Road until it dead-ends West of Farmington, for a nighttime high school cross country meet.

   Mark Lauzon, representing the Stevenson Cross Country Coach, presented the request to Council.

   Councilmember Donovic offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
June 23, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

REQUEST TO BARRICADE CITY STREETS: Chris Inch, Stevenson Cross Country Head Coach, re: on Friday, August 18, 2023, from 12:00 p.m. through Saturday, August 19, 2023, at 12:00 a.m., with a rain date of August 19, 2023, on Perth Street from Stark Road until it dead-ends West of Farmington, for a nighttime high school cross country meet.

BACKGROUND DETAILS

Request to barricade City Streets from Chris Inch, Stevenson Cross Country Head Coach, on Friday, August 18, 2023, from 12:00 p.m. through Saturday, August 19, 2023, at 12:00 a.m., with a rain date of August 19, 2023, on Perth Street from Stark Road until it dead-ends West of Farmington, for a nighttime high school cross country meet.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve as submitted

ATTACHMENTS

1. S071023 Request for Barricading City Street - Lamplighter Invite, August 18th.

APPROVED BY

Kasprowicz, Sara

From: Mark Lauzon <markflauzon@gmail.com>
Sent: Friday, June 23, 2023 9:53 AM
To: Kasprowicz, Sara
Cc: Chris Inch
Subject: Request for Barricading City Street - Lamplighter Invite, August 18th.
Attachments: Request for Barricading City Street - Lamplighter Invite, August 18th..pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Sara,

It's Mark Lauzon from the Lamplighter Invite. I hope you are doing well.

Attached is our request form for the barricading of Perth Street at Stark Road. The date of this year's event is Friday, August 18th.

I am a few days within the 8 week submission window, so I apologize for this. Time got the best of me! 😊.

Please kindly confirm you have received this request and let me know if we can be added to the agenda on June 26th or July 10th? Thank you very much!

REQUEST FOR NOISE WAIVER BLOCK PARTY and/or BARRICADING OF CITY STREETS

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office **at least 8 weeks prior to the planned event**

PLEASE PRINT

Date of Application: 6/23/23 Date to appear at a Council Meeting: June 26th or July 10th

Name of Neighborhood Representative: Chris Inch - Head Coach, Stevenson Cross Country
Mark Lauzon - Event helper/volunteer

Address (please include zip code): Chris: 23522 Longacre St. Farmington, 48335
Mark: 19783 Gary Ln Livonia, 48152

Telephone Number with area code: ~~Home~~: Chris: 248 910 9481 ~~Office~~: Mark: 248 802 2540

Email: chrisinch@ymail.com
markflauzon@gmail.com

Please circle what is being requested – **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

August 18, 2023	August 19, 2023	Start = noon; end 12:00 AM
Date of Block Party and/or (Barricading)	Rain Date	Start/end time of Block Party and/or Barricading **End time is no later than 10:00 p.m.**

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Barricading Perth Street at Stark Rd.

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

The Lamplighter Invite. High School Cross Country meet sponsored by Stevenson H.S.

How many barricades are you requesting (max. 10)? 4

Approximate Number Attending: Approx. 2500 - 3000 runners & spectators.

Date of Council Approval/Denial:

Council Resolution Number:

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

2. BLOCK PARTY: Carol Dobos and Nimosa Farazza, re: to be held Saturday, August 26, 2023, from 4:00 p.m. to 10:00 p.m., on Cranston Street between Scone and Perth Streets, with a rain date of Sunday, August 27, 2023.

   Nimosa Farazza presented the request to Council.

   Councilmember McCullough offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

REQUEST FOR NOISE WAIVER BLOCK PARTY and/or BARRICADING OF CITY STREETS

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office **at least 8 weeks prior to the planned event**

PLEASE PRINT

Date of Application: June 23, 2023 Date to appear at a Council Meeting: _____

Name of Neighborhood Representative: Carol Dobos Nimosa Farazza

Address (please include zip code): 13980 Cranston 734-347-0162

Telephone Number with area code: ~~Home~~ Cell: 734-776-4973 Office: _____

Email: carol.dobos@gmail.com

Please circle what is being requested – **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

Aug 26, 2023	Aug 27, 2023	4-10 pm
Date of Block Party and/or Barricading	Rain Date	Start/end time of Block Party and/or Barricading **End time is no later than 10:00 p.m.**

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).
Cranston Street between Scone and Perth

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) picnic pot luck, games for kids

RECEIVED
OFFICE OF THE CITY CLERK
2023 JUN 23 PM 12:01

How many barricades are you requesting (max. 10)? 6

Approximate Number Attending: 60

Date of Council Approval/Denial: _____

Council Resolution Number: _____

LETTER TO THE LIVONIA CITY COUNCIL

2.

City Clerk
June 23, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Lori Miller, MiPMC, Deputy City Clerk,

AGENDA ITEM

BLOCK PARTY: Carol Dobos and Nimosa Farazza, re: to be held Saturday, August 26, 2023, from 4:00 p.m. to 10:00 p.m., on Cranston Street between Scone and Perth Streets, with a rain date of Sunday, August 27, 2023.

BACKGROUND DETAILS

Request to host block party on Cranston Street between Scone and Parth on Saturday, August 26, 2023, from 4:00 p.m. to 10:00 p.m., with a rain date of Sunday, August 27, 2023 requested. Event to include picnick pot luck and games for kids. Approximately 60 guests to attend.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted.

ATTACHMENTS

1. Cranston Block Party Request

APPROVED BY

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

3. REQUEST TO WAIVE THE DRIVEWAY ORDINANCE REQUIREMENT: Jason Renaud, re: to allow the current driveway approach to remain in excess of seven feet.

   Todd Zilincik, City Engineer, explained the ordinance requirements for Livonia driveways. He indicated the contractor didn't get a permit prior to performing the work or this would have been denied.

   Jason Renaud, 37912 Mason, presented the request to Council.

   Councilmember Bahr asked Todd Zilincik if the primary reason for the requirement is for uniformity.

   Todd Zilincik said yes. There are thirty some homes being built and allowing everyone to do this would require a change in ordinance. He indicated this is a new house and they don't want to set precedence by allowing it and felt it was best to bring the issue before Council.

   Councilmember Bahr asked the petitioner why the driveway on Google maps doesn't match the packet given to Council.

   Mr. Renaud indicated they made it straight out.

   Councilmember Donovic verified the resident can make the driveway as wide as they want above the sidewalk on their side and that we are talking about the approach here.

   Todd Zilincik said they must make sure they don't adversely impact the neighbor for drainage, have a higher curb, or have a higher elevation to put drainage on somebody's property. It may or may not be approved depending on the situation. He said our goal is to be sure it doesn't interfere with utilities, sanitary water, gas shut off, and that it is six inches thick.

   Councilmember Donovic asked what happens if Council doesn't approve this.

   Todd Zilincik said the resident would need to pay to take six and a half feet out.

   Councilmember Bahr asked if other homes going up have a three-car garage as well. He also asked if he has measured the neighbor's driveway.

Todd reiterated we need to meet compliance being a new house.

Councilmember Bahr said he appreciates holding standards but this is an unusual situation.

Paul Bernier, City Attorney, said we don't want to set precedence and the decision here would be only for this case.

Councilmember Toy offered an approving motion for the Consent agenda.

DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

3.

Council Office
June 26, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

REQUEST TO WAIVE THE DRIVEWAY ORDINANCE REQUIREMENT: Jason Renaud, re: to allow the current driveway approach to remain in excess of seven feet.

BACKGROUND DETAILS

Good morning everyone,

Seeking a slot on the City Console agenda for a Waiver on my driveway approach width, similar to a Sidewalk Waiver. I was informed that it would be better to get on the agenda that is the second meeting of July as there is some large topics being discussed on the first meeting of July.

I have been attempting to seek a variance to the width on my driveway approach for some time now. The issue I've been running into is finding the correct department to seek the variance from.

Per Todd Zilincik's direction I contacted Jim Jolly to start the conversation of getting this on the City Console's agenda. Jim did not believe this was within the City Console's power to grant this variance and directed me to the Zoning Board of Appeals.

I visited City Hall last week with the Zoning Board of Appeals with a completed Application for Variance. While I was attempting to turn this in and get on the agenda, I was informed that since this fell between the sidewalk and the street they did not have the authority to grant this variance. They then directed me back to Engineering and the City Console indicating they would be the correct department to grant a variance in this zone.

I then visited Engineering and talked to Todd in person who then directed me to draft this email. Todd advised that I need to indicate this is a similar waiver to a "Sidewalk Waiver" and City Console is the only department that has the authority to grant this waiver.

A little background on how this issue developed. I paid a company to install landscaping at my new construction house in the Grand Reserve subdivision. While I was talking about the scope I asked if they could widen my approach to the full width of the driveway, similar to other houses in the surrounding Castle Gardens subdivision. I requested this width due to having a 3 car garage and a short driveway, which makes it difficult to navigate to the third car bay without the widened approach. They agreed to do the work and completed everything in the early fall 2022. This year I received a notice that my driveway approach exceeded the maximum allowed width of 25' and that in fact there was never a permit to exceed the initial approved width of roughly 19'. This was shocking to me since I was not aware that they never pulled a permit for the approach widening. I immediately got in contact with that company and directed them to pull the permit for the maximum

allowed width of 25'. I am attaching a picture of the permit to this email. I was informed that I may seek a variance to keep the remainder of the width of my approach and not saw cut and remove the excess. I am also attaching a picture that highlights the section of my approach that is the topic of this email.

I would like to add that despite being sent around in circles trying to resolve this issue, everyone has been very patient and has attempted to assist me in my journey.

Thank you everyone for your time and consideration.

With kind regards,

Jason Renaud

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve current driveway approach width.

ATTACHMENTS

1. S071023 Req to waive driveway ord to exceed 25'

APPROVED BY

From:	Jason Renaud
To:	Bernier, Paul A.
Cc:	Kasprowicz, Sara; Jolly, Jim; Zilincik, Todd; Stierna, Matthew
Subject:	Driveway Approach Variance to Exceed 25"
Date:	Monday, June 26, 2023 8:41:14 AM

Good morning everyone,

Seeking a slot on the City Console agenda for a Waiver on my driveway approach width, similar to a Sidewalk Waiver. I was informed that it would be better to get on the agenda that is the second meeting of July as there is some large topics being discussed on the first meeting of July.

I have been attempting to seek a variance to the width on my driveway approach for some time now. The issue I've been running into is finding the correct department to seek the variance from.

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I then visited Engineering and talked to Todd in person who then directed me to draft this email. Todd advised that I need to indicate this is a similar waiver to a "Sidewalk Waiver" and City Console is the only department that has the authority to grant this waiver.

A little background on how this issue developed. I paid a company to install landscaping at my new construction house in the Grand Reserve subdivision. While I was talking about the scope I asked if they could widen my approach to the full width of the driveway, similar to other houses in the surrounding Castle Gardens subdivision. I requested this width due to having a 3 car garage and a short driveway, which makes it difficult to navigate to the third car bay without the widened approach. They agreed to do the work and completed everything in the early fall 2022. This year I received a notice that my driveway approach exceeded the maximum allowed width of 25' and that in fact there was never a permit to exceed the initial approved width of roughly 19'. This was shocking to me since I was not aware that they never pulled a permit for the approach widening. I immediately got in contact with that company and directed them to pull the permit for the maximum allowed width of 25'. I am attaching a picture of the permit to this email. I was informed that I may seek a variance to keep the remainder of the width of my approach and not saw cut and remove the excess. I am also attaching a picture that highlights the section of my approach that is the topic of this email.

I would like to add that despite being sent around in circles trying to resolve this issue, everyone has been very patient and has attempted to assist me in my journey.

Thank you everyone for your time and consideration.

With kind regards,

Jason Renaud


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CE
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25’
31.5’

A MINIMUM OF 48 HOURS OR TWO BUSINESS DAYS PRIOR TO ANY CONSTRUCTION CALL **(734) 466-2571** FOR INSPECTION SERVICES

72 HOURS BEFORE ANY CONSTRUCTION CALL MISS-DIG 1-800-482-7171

CITY OF LIVONIA
ENGINEERING DIVISION
DEPARTMENT OF PUBLIC WORKS
12973 Farmington Rd., Livonia, MI 48150
Phone (734) 466-2571
Fax (734) 466-2195

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN THE ROAD OR EASEMENT RIGHT-OF-WAY UNDER THE JURISDICTION OF THE CITY OF LIVONIA
PLEASE CALL 48 HOURS IN ADVANCE FOR INSPECTION.

Permit # 23-065

DATE ISSUED 5-17-23
PREPARED BY TH
CITY JOB #

This permit shall be null and void if substantial construction has not occurred **within 90 days** from the date of issuance. If a contractor is to perform the construction work authorized by this permit and is supplying the cash deposit; he/she will fill out the information block below and thereby assumes responsibility along with the PERMIT HOLDER for all provisions of this permit. The PERMIT HOLDER'S attention is called to the General Conditions on the reverse side of this permit.

Permit Holder's Name (Applicant and/or Permit Holder)	Contractor's Name (Individual, Company) Chris Cagle
Mailing Address	Contractor's Mailing Address 40799 Grand River, Novi MI
Permit Holder's Phone Number	Contractor's Phone Number 248-670-2574
Signature (If other than Property Owner, Give Title)	Contractor's Signature (If signing for Contractor, Give Title) Chris Cagle

THIS PERMIT SHALL NOT BE ASSIGNABLE WITHOUT WRITTEN CONSENT OF THE CITY

Consideration of the permit holder agreeing to abide by and conform to all of the terms and conditions herein set forth, a is hereby issued to the above named parties to construct, operate, use, and/or maintain a facility within the road right-of- (Indicate a detailed description of the desired facility and/or activity.)

37912 Mason

Processing $35.00
Sidewalk $25.00
Drive Approach Widen $50.00

$110.00

Max. approach width at the street is 25 feet.

* This work was already done (no permit or inspection) ~32' width. Property owner may seek a variance for approach width greater than 25' otherwise, a portion of the approach will need to be removed.

BONDS FOR EXCAVATION PROJECTS WILL BE HELD A MINIMUM OF SIX (6) MONTHS.
NO CONCRETE MAY BE POURED IN THE PUBLIC RIGHT-OF-WAY BETWEEN NOVEMBER 1 AND APRIL 30.

QUIRED ATTACHMENTS:
☐ Bonds ☐ Insurance: Personal Injury_____
Property Damage_____

NCIAL REQUIREMENTS:

CASH DEPOSIT	—
PROCESSING FEE	$35.00
SPECTION/REVIEW FEE	$75.00
TOTAL	$110.00

The construction and work described above shall be accomplished in accordance with approved plans, specifications, maps and statements filed with the City and which are incorporated and made a part of this permit. The General Conditions on the reverse side of this sheet are also an integral part of this permit.

ENGINEERING DIVISION

By: Todd J. Zilincik, P.E.
Title: City Engineer

eived the amount indicated in the total above, to be applied in accordance with the terms of this permit.
E: 5-17-23 BY: TH

Receipt # 8183

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

5. REQUEST TO APPROVE QUARTERLY BUDGET ADJUSTMENTS: Department of Finance, re: for the first and second quarter of the 2023 Fiscal Year Budget.

   Michael Slater, Finance Director, presented the request to Council.

   Councilmember Bahr said this has been allotted in the budget and he sees about 17% of this grant and asked for an explanation on the miscellaneous items.

   Mr. Slater said the software is a part of this as well. He said there is a state grant amount of $181,000, so that and the $319,000 combined is $500,000.

   Councilmember Morgan offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

5.

Finance
June 16, 2023

MEETING DATE	PREPARED BY
S071023/R072423	DeAnne Bates, Program Supervisor,

AGENDA ITEM

REQUEST TO APPROVE QUARTERLY BUDGET ADJUSTMENTS: Department of Finance, re: for the first and second quarter of the 2023 Fiscal Year Budget.

BACKGROUND DETAILS

The Finance Department has historically given the City Council quarterly updates of budget adjustments to the current budget.

Attached to this letter is a summary of adjustments to the current City budget for the first and second quarters of the 2023 fiscal year. The adjustments are needed to increase the budget for the $500,000 MEDC grant received for tree planting and neighborhood improvements.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

We respectfully request that City Council authorize these adjustments in the current budget.

ATTACHMENTS

1. 1st-2nd Quarter 2023 Budget Adjustments to Council

APPROVED BY

Michael T Slater

Michael Slater, Finance Director — Date: June 16, 2023

Maureen Miller Brosnan

Maureen Miller Brosnan, Mayor — Date: June 23, 2023

City of Livonia

BUDGET AMENDMENTS FOR COUNCIL APPROVAL
FIRST AND SECOND QUARTERS FOR FY 2023

May 31, 2023

06/15/23

C:\Users\MSlater\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\TSSHSNVE\[1st-2nd Quarter 2023 Budget Adjustments to Council.xlsx]1st Quarter

	BA#	DEPARTMENT	APPLICATION	ACCOUNT NUMBER	INCREASE	DECREASE
	Road - Sidewalk & Tree Fund 204					
Hritz	2767	Revenues	State Grant Miscellaneous	000-569-010	319,000.00	
	2767	Forestry	Cont Serv-Tree Replace	530-818-047	150,000.00	
	2767	Forestry	Comp Software Maint	530-851-020	169,000.00	
		Total			638,000.00	0.00
		Total Fund 204			**638,000.00**	**0.00**
	Community Recreation Fund 208					
Hritz	2767	Revenues	State Grant Miscellaneous	000-569-010	181,000.00	0.00
	2767	Other Recreation	Spec Activities - Neighborhoods	756-886-236	56,000.00	
	2767	Other Recreation	Land Improvement	756-974-000	125,000.00	
					362,000.00	0.00
		Total Fund 208			**362,000.00**	**0.00**
		Total All Funds			**1,000,000.00**	**0.00**

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

6. REQUEST TO APPROVE HOURLY RATE INCREASES: Department of Civil Service, re: for the grant classifications of Bus Driver and Dispatcher II.

   Jeannine Laible, Civic Service Director, presented the request to Council.

   Vice President Toy offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

6.

Civil Service
June 26, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Jillian Emmitt, Personnel Clerk,

AGENDA ITEM

REQUEST TO APPROVE HOURLY RATE INCREASES: Department of Civil Service, re: for the grant classifications of Bus Driver and Dispatcher II.

BACKGROUND DETAILS

Dear Council Members:

At the Civil Service Commission meeting of June 21, 2023, with Chairperson Charlotte S. Mahoney, Commissioner James Wenson and Commissioner Roger Spence being present, it was requested that the Commission consider approving a wage rate adjustment for the Bus Driver and Dispatcher II classifications. This request was reviewed and approved by the Personnel Review Committee and Mayor Brosnan, prior to being presented to the Civil Service Commission.

Included in this packet for Council's review are the wage rates from neighboring communities with similar transit programs. Based on these wages, the proposed increases would be appropriate to remain competitive and retain current employees.

The Civil Service Commission reviewed the request and upon motion by Mr. Spence, seconded by Mr. Wenson, and adopted, it was

> **23-99** RESOLVED, that having reviewed the letter from Ermon Sims, Interim Executive Director of Housing, dated June 14, 2023, requesting wage adjustments for the Bus Diver and Dispatcher II classifications, the Civil Service Commission does hereby approve the request for the modification in wages for the Bus Diver and Dispatcher II classifications. The Civil Service Commission submits the same to City Council for their review and consideration.

Attached is a copy of Ms. Sims' letter for your review.

Therefore, it is recommended that the proposed wage rate adjustments for Bus Driver and Dispatcher II be considered for adoption and the effective date would be upon Council approval.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted

ATTACHMENTS

1. Packet to Council Transmitting Request to Modify Bus Driver and Transit Wages

APPROVED BY



Jeannine Laible, Human Resources Director — Date: June 27, 2023



Michael Slater, Finance Director — Date: June 28, 2023



Paul Bernier, City Attorney — Date: June 28, 2023



Maureen Miller Brosnan, Mayor — Date: June 29, 2023

CIVIL SERVICE DEPARTMENT

MAUREEN MILLER BROSNAN
MAYOR

CIVIL SERVICE COMMISSION

CHARLOTTE S. MAHONEY, CHAIRPERSON
JAMES WENSON, COMMISSIONER
ROGER L. SPENCE, COMMISSIONER

MEMBER IPMA-HR /SHRM
International Public Management Association
for Human Resources
Society for Human Resources Management

JEANNINE LAIBLE
HUMAN RESOURCES DIRECTOR

Dear Council Members:

At the Civil Service Commission meeting of June 21, 2023, with Chairperson Charlotte S. Mahoney, Commissioner James Wenson and Commissioner Roger Spence being present, it was requested that the Commission consider approving a wage rate adjustment for the Bus Driver and Dispatcher II classifications. This request was reviewed and approved by the Personnel Review Committee and Mayor Brosnan, prior to being presented to the Civil Service Commission.

Included in this packet for Council's review are the wage rates from neighboring communities with similar transit programs. Based on these wages, the proposed increases would be appropriate to remain competitive and retain current employees.

The Civil Service Commission reviewed the request and upon motion by Mr. Spence, seconded by Mr. Wenson, and adopted, it was

> **23-99** RESOLVED, that having reviewed the letter from Ermon Sims, Interim Executive Director of Housing, dated June 14, 2023, requesting wage adjustments for the Bus Diver and Dispatcher II classifications, the Civil Service Commission does hereby approve the request for the modification in wages for the Bus Diver and Dispatcher II classifications. The Civil Service Commission submits the same to City Council for their review and consideration.

Attached is a copy of Ms. Sims' letter for your review.

Therefore, it is recommended that the proposed wage rate adjustments for Bus Driver and Dispatcher II be considered for adoption and the effective date would be upon Council approval.

MEMORANDUM

TO: Jeannine Laible, Human Resources Director
FROM: Dalie Ripley, Personnel Analyst I DR
DATE: June 14, 2023
SUBJECT: Bus Driver and Dispatcher II Hourly Wage Rate Adjustment

In correspondence dated June 14, 2023, Ermon Sims, Interim Executive Director of Housing, requests that the Civil Service Commission consider approving a wage rate adjustment for the Bus Driver and Dispatcher II classifications (see attached).

Wage rates from neighboring communities with similar transit programs were obtained and are included in this packet for the Commission's review. Based on these wages, the proposed increases would be appropriate to remain competitive and retain current employees.

Per the City of Livonia Charter, CHAPTER V, EXECUTIVE DIVISION, Section 16(b)(1) Powers and Duties of the Commission, the Civil Service Commission is given the authority to "establish and administer…, a schedule of compensation…"

This request was reviewed and approved by the Personnel Review Committee and Mayor Brosnan. It is recommended that the proposed wage rate adjustment for the Bus Driver and Dispatcher II classifications be considered for approval.

COMMENTS BY THE HUMAN RESOURCES DIRECTOR:

for Jeannine Laible

LIVONIA HOUSING COMMISSION

ERMON SIMS
INTERIM DIRECTOR

MEMBERS
DALE MOSER
CONNIE KUMPULA
KREUZA GJEZI
BRIAN SCOTT
ELEANOR MALONE

MAUREEN MILLER BROSNAN
MAYOR

COMMUNITY DEVELOPMENT
10800 FARMINGTON RD.
LIVONIA, MI 48150-2751
(734) 421-6450
(734) 261-0375 FAX

June 14, 2023

Civil Service Commissioners,

The Livonia Housing Commission (LHC) knows that our City of Livonia leaders and residents appreciate the professional level of service that the dispatchers and transit drivers have provided over past years and continue to provide to our Livonia residents on a daily basis.

However, the number of transit drivers has decreased by 40% since pre-COVID. This is due to changing economic conditions, labor issues, aging out and economic hardship. The current starting salary for our transit drivers is $13.37 per hour whereas, the average current starting salary of transit drivers within the surrounding communities falls between $15.50 - $18.63 per hour.

Therefore, the LHC are requesting an increase in wages for our dispatchers and transit drivers to bring us up to par with the surrounding communities which would afford us the opportunity to compete in obtaining additional qualified dispatchers and transportation drivers.

Your sincere consideration of this matter will be greatly appreciated.

Thanks in advance,

Ermon Sims
Interim Executive Director
Livonia Housing Commission

Current Wage Scale

GRANT CLASSIFICATIONS		2%	4%	2%	3%
CLASSIFICATION		Dec. 1, 2020	Dec. 1, 2021	Dec. 1, 2022	Dec. 1, 2023
BUS DRIVER	STEP 1	$12.60	$13.10	$13.36	$13.76
	STEP 1.5	$12.82	$13.33	$13.60	$14.01
	STEP 2	$12.96	$13.48	$13.75	$14.16
	STEP 3	$13.37	$13.90	$14.18	$14.61
	STEP 4	$13.76	$14.31	$14.60	$15.04
DISPATCHER II	STEP 1	$15.36	$15.97	$16.29	$16.78
(PROJECT COORDINATOR)	STEP 1.5	$15.57	$16.19	$16.51	$17.01
	STEP 2	$15.81	$16.44	$16.77	$17.27
	STEP 3	$16.29	$16.94	$17.28	$17.80
	STEP 4	$16.77	$17.44	$17.79	$18.32

Proposed Wage Scale

GRANT CLASSIFICATIONS		2%		3%
CLASSIFICATION		Dec.1, 2022	May 2023	Dec.1, 2023
BUS DRIVER	STEP 1	**$13.37**	**$17.17**	**$17.69**
	STEP 1.5	**$13.60**	**$17.46**	**$17.98**
	STEP 2	**$13.76**	**$17.67**	**$18.20**
	STEP 3	**$14.18**	**$18.21**	**$18.76**
	STEP 4	**$14.60**	**$18.75**	**$19.31**
DISPATCHER II	STEP 1	**$16.29**	**$17.17**	**$17.69**
	STEP 1.5	**$16.57**	**$17.46**	**$17.98**
	STEP2	**$16.76**	**$17.67**	**$18.20**
	STEP 3	**$17.28**	**$18.21**	**$18.76**
	STEP4	**$17.79**	**$18.75**	**$19.31**

Comparisons to other Transit Agencies

Community/Agency	Number of Drivers	Responsibilities	Pay Rate 2021	Pay Rate 2022	Pay Rate 2023	Benefits
Livonia Transit	14 part time	Door to door, wheelchair assist, senior & disabled, chauffeurs license	$14.31	$14.60	$15.03	None
Nankin Transit Westland	11 full time	Curb to curb, wheelchair assist, serves Wayne, Westland, Inkster, Garden City and Canton	$16.60	$17.10	$18.63	Sick time, personal leave days, attendance bonus,
People's Express Whitmore Lake		Both CDL and chauffeurs license drivers, wheelchair assist, serves residents, incl seniors & disabled of S. Lyon, Saline, Wixom, Milford, Commerce Twp., Detroit,			$17.00 w/chauffeurs $18.00 w/CDL Plans to increase	PTO, vacation pay, healthcare, 401K, tuition assist, EAP
Redford Township Dial-A-Ride Redford	2 full time & 3 part time	Curb to curb, wheelchair assist, chauffeurs license,		$12.39 - $15.91	$12.63 - $16.23	Defined benefit plan, vacation pay
Pointe Area Assisted Transportation Service (PAATS) The Grosse Pointes & Harper Woods	8 part time 6 buses	Curb to curb, wheelchair assist, chauffeurs license,	$12.00 - $18.00	Same	$17.40 - $18.00 (based on exp)	None

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

7. REQUEST TO APPROVE ADVANCED SALARY ENTRANCE STEP: Department of Civil Service, re: for the incoming Library Director.

   Jeannine Laible, Civic Service Director, presented the request to Council.

   Councilmember Donovic asked who decides that step increase is warranted.

   Jeannine Laible said it goes to the Library Commission first and to Civil Service after the Commission approves it. From there, it goes to Council for approval.

   President Jolly asked if there is a start date in place.

   Jeannine Laible said it will be the end of August as she has some things in Baton Rouge to wrap up before starting here.

   Councilmember Donovic offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

7.

Civil Service
June 28, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Jillian Emmitt, Personnel Clerk,

AGENDA ITEM

REQUEST TO APPROVE ADVANCED SALARY ENTRANCE STEP: Department of Civil Service, re: for the incoming Library Director.

BACKGROUND DETAILS

Dear Council Members:

At the Civil Service Commission meeting of June 21, 2023, with Chairperson Charlotte S. Mahoney, Commissioner James Wenson, and Commissioner Roger Spence being present, it was requested that the Commission consider approving an advanced salary entrance step for the incoming Library Director, Kristen Edson. The starting annual salary would be Step 4 ($108,201.60), instead of Step 3 ($104,041.60). This request was reviewed and unanimously approved by the Livonia Library Commission before being presented to the Civil Service Commission.

The 1982 Compensation Plan for the City of Livonia sets forth that new hires shall be paid at the minimum rate of the range and limits that "all other professional and administrative employees whose range calls for a four-year span shall be initially compensated no higher than the second full step above the minimum within their range." In this case, it would be Step 3.

However, Section 5.1 Entrance Salary Rates; Administration of the Compensation Plan provides that "upon recommendation of the department/division head, the Civil Service Commission may approve initial compensation for a salaried position at a rate higher than the minimum rate in the salary range for the class when the needs of the service make such action necessary" provided that "any such exception shall be based on the outstanding and unusual character of the employee's experience and ability over and above the minimum qualifications specified for the class, or on experience of extreme difficulty in successful hiring at the entrance rate."

This request is based on fulfilling both conditions. Kristen Edson has library, project development, strategic planning, policy review and facilities experience (resume attached). Additionally, this is a very competitive field with an especially tight labor market and hiring at the lower salary range is challenging. We are hiring a Library Director while several other municipalities in the region (e.g., Dearborn, Kalamazoo) are or have been conducting recruitment (on a national scale) for their director positions, which both top out at a higher annual wage.

The Civil Service Commission reviewed the request and upon motion by Mr. Spence, seconded by Mr. Wenson, and unanimously adopted, it was

23-102 RESOLVED, that having reviewed the letter from Maureen Miller Brosnan, Mayor,

dated June 16, 2023, requesting an advance salary entrance step for the incoming Library Director, the Civil Service Commission does hereby approve the request to start the incoming Library Director at Step 4. The Civil Service Commission submits the same to City Council for their review and consideration.

Attached is a copy of Mayor Brosnan's letter for your review.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approved as recommended

ATTACHMENTS

1. Packet to Council Transmitting Request to Approve Advanced Salary Entrance Step for Incoming Library Director

APPROVED BY



Jeannine Laible, Human Resources Director — Date: June 28, 2023



Michael Slater, Finance Director — Date: June 28, 2023



Paul Bernier, City Attorney — Date: June 28, 2023



Maureen Miller Brosnan, Mayor — Date: June 29, 2023

OFFICE OF THE MAYOR

Maureen Miller Brosnan
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2201
mayor@livonia.gov

June 16, 2023

TO: Livonia Civil Service Commission
RE: Request to Start Library Director at Step 4

Dear Commissioners,

We are requesting that the Civil Service Commission approve the unanimous recommendation of the Livonia Library Commission (attached) to offer the starting annual salary for our new Livonia Library Director Kristen Edson at Step 4 ($108,201.60), instead of Step 3 ($104,041.60).

The 1982 Compensation Plan for the City of Livonia sets forth that new hires shall be paid at the minimum rate of the range and limits that "all other professional and administrative employees whose range calls for a four-year span shall be initially compensated no higher than the second full step above the minimum within their range." In this case, it would be Step 3.

However, Section 5.1 Entrance Salary Rates; Administration of the Compensation Plan provides that "upon recommendation of the department/division head, the Civil Service Commission may approve initial compensation for a salaried position at a rate higher than the minimum rate in the salary range for the class when the needs of the service make such action necessary" provided that "any such exception shall be based on the outstanding and unusual character of the employee's experience and ability over and above the minimum qualifications specified for the class, or on experience of extreme difficulty in successful hiring at the entrance rate."

This request is based on fulfilling both conditions. Kristen Edson has library, project development, strategic planning, policy review and facilities experience (resume attached). Additionally, this is a very competitive field with an especially tight labor market and hiring at the lower salary range is challenging. We are hiring a Library Director while several other municipalities in the region (e.g., Dearborn, Kalamazoo) are or have been conducting recruitment (on a national scale) for their director positions, which both top out at a higher annual wage.

Thank you in advance for your consideration of this request.

Sincerely,

Maureen Miller Brosnan

Maureen Miller Brosnan
Mayor

LIVONIA PUBLIC LIBRARY

MAUREEN MILLER BROSNAN
Mayor

LIBRARY COMMISSION

Carol Bagazinski
Carrie Budzinski
Mary Morrison
David Parr

KAREN SMITH
Interim Library Director

BENNETT CIVIC CENTER LIBRARY
32777 FIVE MILE ROAD
Livonia, Michigan 48154-3045
Phone: (734) 466-2491
Fax: (734) 421-4860

ALFRED NOBLE BRANCH
32901 PLYMOUTH ROAD
Livonia, Michigan 48150-1793
Phone: (734) 421-6600
Fax: (734) 421-6606

CARL SANDBURG BRANCH
30100 SEVEN MILE ROAD
Livonia, Michigan 48152-1918
Phone: (248) 893-4010
Fax: (248) 476-6230

VEST POCKET LIBRARY
15218 FARMINGTON ROAD
Livonia, Michigan 48154-5417
Phone: (734) 466-2559

June 13, 2023

RE: Minutes of the Library Commission Special Meeting
June 12, 2023, at 2:00 p.m.

ATTENDEES: Carrie Budzinski, Carol Bagazinski, Mary Morrison, Dave Parr

ALSO PRESENT: Dave Varga, Chief of Staff

Dave Varga presented the recommendation that Kristen Edson be appointed the new Library Director. He noted that after an extensive and thorough national search, Edson was the most qualified candidate. She brings needed experience in budget and facilities management and strategic planning. It was requested that Edson be hired at Step 4 because of her exceptional qualifications and the competitive job market.

On a motion by Dave Parr, seconded by Carol Bagazinski, and unanimously adopted, it was:

#13-23 RESOLVED, The Library Commission recommends that the city appoint Kristen Edson as new Library Director; further, due to the candidate's experience and qualifications and present job market, we recommend that we offer a starting salary at Step 4.

Kristen Edson

https://www.linkedin.com/in/kristen-edson-6b417a3b
kledson526@gmail.com
Baton Rouge, LA 70806
269.823.2883

EXPERIENCE

East Baton Rouge Parish Libraries, www.ebrpl.com **2018-present**

Deputy Library Director

Assist in coordinating ongoing maintenance of all 15 library buildings, as well as overseeing the library's smaller capital improvement projects. Responsible for directing the IT infrastructure, software and hardware investments. Directly supervise two department managers, which supervise the day to day work of 32 employees from the library's Technical Services, Computer Services, and Facilities Management departments. Assist the management of the library's capital improvement plan. Responsible for the planning and oversight of $10 million of the $51 million dollar annual operating budget.

- Implemented full scale Network Security Policies and Training
- Implemented Facilities Management software
- Chair of Employee Policy review committee
- Responsible for writing and reviewing invitation to bid, contracts and RFP scopes of work
- Chaired Technology Strategic plan committee

Bossier Parish Libraries, www.bossierlibraries.org/ 2017-2018

Central Library Manager

Managed a team of three department managers and acted as direct manager for three additional departments. Represented the Central Library at board and community meetings. Evaluated existing and implemented new public programs with local organizations to better serve the public. Provided staff with tools, procedures and training to create fun, educational public programs. Ensured that the library space was as welcoming and functional as possible, for the staff and the public. Participated in the initial planning of a 8-10 million dollar renovation project.

- Reinstated and expanded computer Lab classes for the community
- Organized a Small Business Week in collaboration with the Bossier Chamber of Commerce

Chicago Public Library, https://www.chipublib.org/ **2007 - 2018**

Librarian II, Business, History & Sciences Department

Established processes and procedures for departmental programming, as well as overseeing the budget. Supervise six support staff members. Assist in person and via email with print and electronic resources for adults, college age, and high school students. Evaluate a large portion of a collection of nonfiction subject specific materials and prioritize new acquisitions within a budget. Participate in authentic outreach initiatives with enthusiasm and a focus on customer experience.

- Organized Family History Day conference for community members.
- Team lead for Outreach Team Human Centered Design project, resulting in a half day training session for an inclusive system-wide group of staff members.
- Founding member of the Games Team, an interest group constructing unique programs for emerging adults using design principles.

MEMBERSHIPS & PART TIME EXPERIENCE

American Library Association, http://www.ala.org/ *2006 - Present*

With more than 62,000 members the American Library Association is the oldest and largest non-profit promoter of libraries and library education in the world.

Memberships:

- Library Instruction Round Table, 2011 – Present.
- Transitions co-chair May 2012 - June 2016.
  - Established a networking event for ALA conferences.
  - Initiated project for a librarian connection tool to establish working relationships between library types, to benefit student transitions.
  - Pre-conference program planning sub-committee.

LaSTEM , https://capitalareastem.org/about/la-stem-network.html

The Louisiana Regional STEM Network (LaSTEM) is a system of STEM leadership entities strategically positioned across Louisiana, similar to the Regional Labor Market Areas (RLMAs) identified by the Louisiana Workforce Commission to improve access to STEM education, participation, and advancement from Pre-K to Grey.

- Advisory board member 2022 – Present.

Forum 225, https://forum225.org/programs/

- Member, service and civics committees 2019 – Present

Presentations:

- DIY Library Innovation: Designing our Services and Spaces for a New Age, Reaching Forward Conference, Rosemont IL, May 2016.
- Design Thinking and Gaming: Understanding the Needs of Gamers, ALA Annual Conference, Orlando, FL, June 2016.
- Let's Get Physical: Online Learning Face to Face, panel discussion, ALA Annual Conference, Orlando, FL, June 2016
- Why Cybersecurity Starts With Staff Training, Urban Libraries Council virtual webinar, February 2020
- New Director's Bootcamp, Why Facilities Maintenance matters, webinar, State Library of Louisiana, August, 2021 & 2022

EDUCATION

Wayne State University, Detroit, MI
Master of Arts – Library & Information Science *May 2005*

Grand Valley State University, Allendale, MI
Bachelor of Arts – English Literature *May 2002*

George Washington University, Washington, DC
Certificate – Instructional Design *June 2014*

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

8. REQUEST TO ENTER INTO AGREEMENT BETWEEN CHARTER TOWNSHIP OF CANTON AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for reimbursement of day pass use of the Jack E. Kirksey Recreation Center by Summit on the Park members beginning August 1, 2023, and ending five (5) days after the City receives reopening notice of the Summit pool.

   Ted Davis, Superintendent of Parks and Recreation, presented the request to Council.

   President Jolly asked if the Parks and Recreation Commission voted on this.

   Paul Bernier explained that there is a statute that intergovernmental agreements must be approved by the legislative branch.

   Councilmember McCullough asked how long the Livonia pool will be closed and how much we are charging Canton.

   Ted Davis said it was only closed for one day due to HVAC problems. He indicated Livonia residents will be charged the appropriate resident rate, and non-residents will be charged the appropriate non-resident rate.

   Councilmember Bahr verified with Ted Davis that we don't know how many people may take advantage of this.

   Vice President Toy offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

8.

Parks and Recreation
June 27, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Ann Cox, Program Supervisor,

AGENDA ITEM

REQUEST TO ENTER INTO AGREEMENT BETWEEN CHARTER TOWNSHIP OF CANTON AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for reimbursement of day pass use of the Jack E. Kirksey Recreation Center by Summit on the Park members beginning August 1, 2023 and ending five (5) days after the City receives reopening notice of the Summit pool.

BACKGROUND DETAILS

The Department of Parks and Recreation requests the City Council approve an agreement for Summit on the Park members to utilize the Jack E. Kirksey Recreation Center during their upcoming pool renovation.

The agreement is from August 2023 until their project is completed. Recreation Center staff will keep track of Summit members and bill the approved City Council rates for day passes per person.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

The Department recommends the Mayor and City Clerk execute the attached agreement.

ATTACHMENTS

1. 2023 Summit on the Park

APPROVED BY



Ted Davis, CPRP, Superintendent of Parks and Recreation — Date: June 27, 2023



Paul Bernier, City Attorney — Date: June 27, 2023



Date: June 29, 2023

Maureen Miller Brosnan, Mayor

AGREEMENT FOR REIMBURSEMENT OF DAY PASSES

This Agreement for Reimbursement of Day Passes ("Agreement") is made this _____ day of _____, 2023, by the Charter Township of Canton ("Township"), a Michigan municipal corporation, 1150 South Canton Center Road, Canton, Michigan 48188, and the City of Livonia, a Michigan municipal corporation, 33000 Civic Center Drive, Livonia, MI 48154. The Parties agree to all of the following:

Whereas

1) The Township operates a recreation center called Summit on the Park (the "Summit") which provides recreational opportunities for Township resident;
2) These opportunities are provided through memberships in the Summit;
3) The Summit's aquatics area is due to be retiled, beginning August 1, rendering the Summit's pool(s) unavailable to Summit members until the retiling is completed.
4) The City has a recreation center with pool facilities, called the Jack E. Kirksey Recreation Center (the "Rec Center") which is projected to be open during the time projected for the Summit's retiling;
5) The City has agreed to provide access to its Rec Center for Summit members, subject to reimbursement by the Township of the daily use rate at the Rec Center for each visit to the Rec Center by a Summit member; and
6) Canton has agreed to pay such reimbursement to the City as set forth below.

Section 1. Term and Termination.

A. This Agreement shall become effective on August 1, 2023 ("Effective Date") and shall end five (5) days after the City receives notice that the Township's Summit on the Park Recreation Center ("the Summit") has re-opened its pool to its members ("End Date") (together, the "Term").

B. Notwithstanding subsection 1(A), both Parties shall have the right to terminate this Agreement with or without cause at any time by giving the other Party fourteen (14) days written notice.

Section 2. Access to the Rec Center.

A. The City shall allow members of the Summit ("Summit Members"), upon proof of membership, to enter, use, and enjoy all publicly accessible areas, facilities, and equipment of the Rec Center. The Rec Center shall allow Summit Members such access at all times that the Rec Center is open for day pass access.

B. The Rec Center shall not charge Summit Members for day pass access. The Rec Center shall track the number of Summit Members using the Rec Center daily.

C. The Rec Center may require Summit Members to follow all posted rules, guidelines, and policies in order to use the Rec Center. The Rec Center, in its sole discretion, may prohibit access to any Summit Member that does not abide by the Rec Center rules, guidelines, and policies.

Section 3. Reimbursement by Township.

A. The Township shall reimburse the City for day pass fees incurred by Summit Members.

B. The day pass fee shall be $19.00 per day per Summit Member who enters and uses the Rec Center.

C. The City shall record daily the number of Summit Members who use the Rec Center. The City shall submit to the Township, on a monthly basis, an invoice for the day pass fees incurred by Summit Members.

D. The Township shall pay the City within thirty (30) days of receipt of an invoice for Summit Members' day pass fees.

Section 4. Miscellaneous Provisions.

A. If any part of this Agreement is held to be invalid or unenforceable by a court, the remaining provisions shall be enforceable to the maximum extent permitted by law.

B. This Agreement, in part or in whole, shall not be assignable by either party.

C. This Agreement may be amended or modified only by a written instrument executed by the Parties hereto.

D. Any of the terms, covenants, representations, warranties, or conditions herein may be waived only by a written instrument executed by the Parties hereto. Any waiver by any party of any term, covenant, representation, warranty, or condition, or the breach of any term, covenant, representation, warranty, or condition, contained herein shall not be deemed or construed as a continuing waiver of any such condition.

E. This Agreement contains the entire understanding between the Parties hereto with respect to the subject matter of this Agreement. This Agreement supersedes all prior and contemporaneous agreements and understandings, written or oral, with regards to the subject matter of this Agreement. All schedules hereto and any policies, documents, and instruments delivered pursuant to this Agreement are expressly made a part of this Agreement.

F. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

IN WITNESS WHEREOF, the Parties hereto have entered into, executed, and delivered this Agreement as of the Effective Date.

CHARTER TOWNSHIP OF CANTON

By: _____

Its: Supervisor

Date: 6/25/23

CITY OF LIVONIA

By: _____

Its: Mayor

Date: _____

By: _____

Its: Clerk

Date: _____

P:\Agreements\Parks\Agreement for Reimbursement of Day Passes - Kirksey Rec Center reline.docx

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

9. REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 3, 2023; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION, TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY; AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAINS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, re: same.

   Ted Davis, Superintendent of Parks and Recreation, presented the request to Council.

   Councilmember Bahr offered an approving motion for the Consent agenda.

   DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

9.

Parks and Recreation
June 29, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Ann Cox, Program Supervisor,

AGENDA ITEM

REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 3, 2023; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION, TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY; AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAINS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, re: same.

BACKGROUND DETAILS

Merry & Bright: Livonia's Holiday Parade & Tree Lighting is scheduled for Sunday, December 3, 2023, and will require closing several roads.

The one-mile parade will begin at 4 p.m. and last about an hour. It will start at Frost Middle School and end at City Hall, where Santa and Mrs. Claus light up the beautiful Civic Center holiday display.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

We are seeking the Council's approval of a request to Wayne County to permit temporary closure of roadways for this event. The route will require closing Stark from Schoolcraft to Lyndon, Lyndon from Stark to Farmington, and Farmington from Lyndon to Five Mile. Police personnel will provide traffic control.

ATTACHMENTS

None

APPROVED BY



Ted Davis, CPRP, Superintendent of Parks and Recreation

Date: June 29, 2023



Date: June 29, 2023

Maureen Miller Brosnan, Mayor

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD JULY 10, 2023

Meeting was called to order at 9:10 p.m. by Council President Jim Jolly. Present: Vice President Toy Laura Toy, Scott Bahr, Rob Donovic, Scott Morgan, Brandon McCullough, and President Jim Jolly. Absent: Kathleen McIntyre.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Jeannine Laible, Human Resources Director and Todd Zilincik, City Engineer.

Vice President Toy led the Pledge of Allegiance.

10. AWARD OF CONTRACT: Engineering Division, re: for the 2023 Lane Line Marking Program, Contract 23-H.

    Todd Zilincik, City Engineer, presented the request to Council.

    Councilmember McCullough offered an approving motion for the Consent agenda.

    DIRECTION APPROVAL CONSENT

LETTER TO THE LIVONIA CITY COUNCIL

10.

Engineering
June 28, 2023

MEETING DATE	PREPARED BY
S071023/R072423	Karen Worley, Secretary IV,

AGENDA ITEM

AWARD OF CONTRACT: Engineering Division, re: for the 2023 Lane Line Marking Program, Contract 23-H.

BACKGROUND DETAILS

Several major roads, which are under the jurisdiction of the City are in need of new lane line markings along with pavement legends and symbols. The Engineering Division prepared specifications and arranged for the taking of bids on June 27, 2023 for the 2023 Lane Line Marking Program. In response to the advertisement on the Michigan Intergovernmental Trade Network (MITN), one bid was submitted. The bid may be summarized as follows:

NAME OF BIDDER	AMOUNT OF BID
P.K. Contracting, LLC Troy, MI	$117,300.00

This bid is good until October 25, 2023.

This office has reviewed the bids and has checked the references for the low bidder, P.K. Contracting, LLC and finds this company qualified to perform the work required under this contract It is, therefore, recommended that the Council proceed as follows:

- Award a contract in the amount of $117,300 to P.K. Contracting, LLC, 1965 Barrett Dr., Troy, Michigan 48084. The award should be on the basis of the bid unit prices, said amount to be adjusted based upon quantities of work actually completed.

- Authorize an expenditure in the amount of $105,000 for the 2023 Lane Line Marking Program from budgeted funds in Account No. 202-463-818-118 (Contractual Services Lane Line Marking).

- Authorize an additional appropriation and expenditure in the amount of $12,300 for the 2023 Lane Line Marking Program from the unexpended fund balance of the Major Road Fund (202).

- Authorize the City Engineer to approve minor adjustments in the work, as required.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

- Award a contract in the amount of $117,300 to P.K. Contracting, LLC, 1965 Barrett Dr., Troy, Michigan 48084. The award should be on the basis of the bid unit prices, said amount to be adjusted based upon quantities of work actually completed.

- Authorize an expenditure in the amount of $105,000 for the 2023 Lane Line Marking Program from budgeted funds in Account No. 202-463-818-118 (Contractual Services Lane Line Marking).

- Authorize an additional appropriation and expenditure in the amount of $12,300 for the 2023 Lane Line Marking Program from the unexpended fund balance of the Major Road Fund (202).

- Authorize the City Engineer to approve minor adjustments in the work, as required.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

n/a

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

$117,300

DETAILED WORK BEING PERFORMED

The installation of new lane line markings along with pavement legends and symbols.

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

- Award a contract in the amount of $117,300 to P.K. Contracting, LLC, 1965 Barrett Dr., Troy, Michigan 48084. The award should be on the basis of the bid unit prices, said amount to be adjusted based upon quantities of work actually completed.

- Authorize an expenditure in the amount of $105,000 for the 2023 Lane Line Marking Program from budgeted funds in Account No. 202-463-818-118 (Contractual Services Lane Line Marking).

- Authorize an additional appropriation and expenditure in the amount of $12,300 for the 2023 Lane Line Marking Program from the unexpended fund balance of the Major Road Fund (202).

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

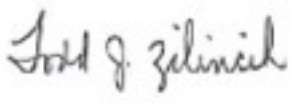
Lowest and only bidder. P.K. Contracting, 1965 Barrett Dr., Troy, MI 48084, Contact: Nicholas Shea, Vice President

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): n/a

ATTACHMENTS

1. Bid - 2023 Lane Line Marking Program - Conract 23-H

APPROVED BY



Todd Zilincik, P.E., City Engineer — Date: June 28, 2023



Don Rohraff, Director of Public Works — Date: June 29, 2023



Michael Slater, Finance Director — Date: June 29, 2023



Paul Bernier, City Attorney — Date: June 29, 2023



Maureen Miller Brosnan, Mayor — Date: June 29, 2023

SPECIFICATIONS AND CONTRACT DOCUMENTS

FOR

2023 LANE LINE MARKING PROGRAM

CITY OF LIVONIA, MICHIGAN

CONTRACT 23-H

DEPARTMENT OF PUBLIC WORKS

ENGINEERING DIVISION

June 2023

2023 LANE LINE MARKING PROGRAM

CITY OF LIVONIA, MICHIGAN

CONTRACT 23-H

FORM OF PROPOSAL

City of Livonia
33000 Civic Center Drive
Livonia, Michigan 48154

The undersigned, by the submission of this proposal, represents that they are familiar with and has determined for themself the nature and extent of the proposed work and the conditions under which it must be performed and completed, and agrees that they will contract with the City of Livonia to furnish at and for the following monies, all materials, labor, equipment, insurance, supervision, and all other things necessary or incidental to complete the entire work in accordance with the appended plans, specifications, general conditions and related contract documents. By the submission of this bid, the undersigned represents that he/she is familiar with and understands all of the above referenced contract documents.

The undersigned further agrees that if the foregoing Bid shall be accepted, work will commence immediately after the Contract has been awarded, the Agreement executed, and a Notice to Proceed received. The work under this contractor shall be completed between August 1, 2023 and September 15, 2023.

Also, the undersigned agrees that if the above proposal is accepted, they will execute the contract and furnish acceptable bonds, all on forms attached, within ten (10) calendar days from such acceptance.

To guarantee their fulfillment of the foregoing covenants, the bidder attached hereto their bid bond in the sum of 5% of the Proposal and agrees that same shall be forfeited to the City of Livonia, in the event of their failure to execute the contract or furnish acceptable bonds, not as a penalty but as liquidated damages. The bidder further agrees to pay as liquidated damaged the sum of $250.00 for each consecutive calendar day after the required completion date as hereinafter provided in Paragraph 39 of the General Conditions. The City shall not be required to prove or show such liquidated damages.

No bid shall be withdrawn for at least ninety (90) days after the scheduled closing time for receiving bids.

2023 LANE LINE MARKING PROGRAM

CITY OF LIVONIA, MICHIGAN

CONTRACT 23-H

FORM OF PROPOSAL

Item No.	Item Description	Qty	Unit	Bid Unit Price ($)	Total Price ($)
1	Sprayable Thermoplastic 4" Wide Segmented Yellow Line	690	Sta.	$ 18.00	$ 12,420.00
2	Sprayable Thermoplastic 4" Wide Solid Yellow Line	1,700	Sta.	$ 23.00	$ 39,100.00
3	Sprayable Thermoplastic 4" Wide Segmented White Line	1,400	Sta.	$ 18.00	$ 25,200.00
4	Sprayable Thermoplastic 4" Wide Solid White Line	400	Sta.	$ 23.00	$ 9,200.00
5	Sprayable Thermoplastic 12" Wide Solid White Line	40	Sta.	$ 50.00	$ 2,000.00
6	Polyurea Pavement Marking 4" Wide Segmented Yellow Line	10	Sta.	$ 25.00	$ 250.00
7	Polyurea Pavement Marking 4" Wide Solid Yellow Line	10	Sta.	$ 110.00	$ 1,100.00
8	Polyurea Pavement Marking 4" Wide Segmented White Line	20	Sta.	$ 25.00	$ 500.00
9	Polyurea Pavement Marking 4" Wide Solid White Line	10	Sta.	$ 110.00	$ 1,100.00
10	Cold Plastic 12" Wide Solid Yellow	100	l.f.	$ 6.50	$ 650.00
11	Cold-Plastic 6" Wide Cross Walk Lines	1,600	l.f.	$ 2.95	$ 4,720.00
12	Cold-Plastic 24" Wide Cross Walk Lines	500	l.f.	$ 12.50	$ 6,250.00
13	Cold-Plastic Pavement Marking Yield White Triangle	40	Ea.	$ 35.00	$ 1,400.00
14	Cold-Plastic Pavement Marking Symbol (Left Arrow)	8	Ea.	$ 185.00	$ 1,480.00
15	Cold-Plastic Pavement Marking Symbol (Straight and Left Arrow)	2	Ea.	$ 205.00	$ 410.00
16	Cold-Plastic Pavement Marking Symbol (Straight and Right Arrow)	2	Ea.	$ 205.00	$ 410.00
17	Cold-Plastic Pavement Marking Symbol (Straight Arrow)	2	Ea.	$ 175.00	$ 350.00
18	Cold-Plastic Pavement Marking Symbol (Right Arrow)	10	Ea.	$ 185.00	$ 1,850.00
19	Cold-Plastic Pavement Marking Symbol (R.R, Crossing)	2	Ea.	$ 350.00	$ 700.00
20	Cold-Plastic Pavement Marking Symbol (School Legend)	5	Ea.	$ 210.00	$ 1,050.00
21	Remove 6" Wide Crosswalk Lines	500	l.f.	$ 1.50	$ 750.00

Item No.	Item Description	Qty	Unit	Bid Unit Price ($)	Total Price ($)
22	Remove 24" Wide Stop-Bar Lines	200	l.f.	$ 3.50	$ 700.00
23	Remove Pavement Marking Legend (Only)	10	Ea.	$ 50.00	$ 500.00
24	Remove Pavement Marking Symbol (Left Arrow)	8	Ea.	$ 50.00	$ 400.00
25	Remove Pavement Marking Symbol (Straight and Left Arrow)	2	Ea.	$ 75.00	$ 150.00
26	Remove Pavement Marking Symbol (Straight and Right Arrow)	2	Ea.	$ 75.00	$ 150.00
27	Remove Pavement Marking Symbol (Straight Arrow)	2	Ea.	$ 40.00	$ 80.00
28	Remove Pavement Marking Symbol (Right Arrow)	5	Ea.	$ 50.00	$ 250.00
29	Remove Pavement Marking Symbol (School Legend)	1	Ea.	$ 60.00	$ 60.00
30	Remove Pavement Marking Symbol (R.R. Crossing)	1	Ea.	$ 150.00	$ 150.00
31	Inspector Days (Min. 5 Days)	8	Days	$ 500.00	$ 4,000.00
			TOTAL BID	$ 117,330.00	

The undersigned agrees that the City of Livonia may increase or decrease the quantity of work without changing the unit price bid for the work.

The undersigned represents that they acknowledge that the City reserves the right to accept or reject any bid or all bids and to waive irregularities in bids.

P.K. CONTRACTING, LLC.

Contractor

1965 BARRETT DR TROY, MI 48084

Address

248 362 2130 | 38-2313864 | 6.26.23

Telephone No. | Federal I.D. No. | Date

By: NICHOLAS C. SHEA Title: VICE PRESIDENT

Nicholas C. Shea

NOTE: A. Bidder should not add any conditions or qualifying statement to their bid, otherwise the bid may be declared irregular as being not responsive to the Notice to Bidders.

B. The name of the signee must be clearly printed or typed under their signature.

C. City of Livonia Engineering Department will consider extending the contract one (1) year past the approved contract year based on satisfactory work performance, and a letter provided by the contractor requesting an extension based on holding contract unit prices.

2023 LANE LINE MARKING PROGRAM – CONTRACT 23-H
STATEMENT OF QUALIFICATIONS

Bidder must answer all questions. If more space is needed to complete a question, attach a separate sheet. Bidder may submit any additional information.

Name: P.K. CONTRACTING, LLC.

Address: 1965 BARRETT DR Phone: 248 302 2130

TROY, MI 48084

Number of years operating under your present name: 45 +

General nature of work performed by your company: PAVEMENT MARKING

Background and experience of the principal members of your organization including officers:
- ADEN SHEA - PRESIDENT, 25 + YEARS
- NICK SHEA - V.P., 15 + YEARS
- MIKE CAGLE - MANAGER, 20 YEARS

Major equipment available for this contract: · SEE ATTACHED

Has your firm or any of it's principles performed work for the City of Livonia in the past? Yes ✓ No

If yes, please describe work performed, department serviced and dates of service.
- MISC PAVEMENT MARKINGS YEARLY

2023 LANE LINE MARKING PROGRAM – CONTRACT 23-H
STATEMENT OF QUALIFICATIONS

Has your firm in the past 10 years, or is it presently, under litigation for work of a similar scope to the work being requested herein? If so, please provide a list of current litigation.

· No

PROJECT REFERENCES

List similar projects completed within the last (3) years:

1. Project Title: OAKLAND COUNTY

   Client: OAKLAND COUNTY ROAD COMMISSION

   Contact Person: BRANDON RANK Phone: 248 535 2196

Contract Amount: $2.5 MILLION

Start Date: MAY '22 Completion Date: SEPTEMBER '22

Project Description: COUNTY WIDE PAVEMENT MARKINGS

2. Project Title: CITY OF ANN ARBOR

   Client: ANN ARBOR

   Contact Person: ADAM ASAM Phone: 734 323 5056

Contract Amount: $250 K

Start Date: MAY '22 Completion Date: JULY '22

Project Description: CITY WIDE PAVEMENT MARKINGS

2023 LANE LINE MARKING PROGRAM – CONTRACT 23-H
STATEMENT OF QUALIFICATIONS

3. Project Title: CITY OF FERNDALE

Client: FERNDALE

Contact Person: JASON Phone: 586 596 3089

Contract Amount: $150K

Start Date: JUNE '21 Completion Date: SEPTEMBER '21

Project Description: CITY WIDE PAVEMENT MARKINGS

Project Title: GRAND REGION MARKINGS

Client: MDOT

Contact Person: ADAM VANDERCOOK Phone: (616) 299 8108

Contract Amount: $2.8 MILLION

Start Date: MAY '22 Completion Date: AUGUST '22

Project Description: REGION WIDE PAVEMENT MARKINGS

Form Completed by: **Nicholas C. Shea, Vice President**

Name - Title

Nicholas C Shea

Signature

6.26.23

Date

CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE MEETING
MONDAY, JULY 17, 2023
7:00PM

A Capital Outlay and Infrastructure Committee meeting was held on Monday, July 17, 2023, at Livonia City Hall in the City Council Chambers on the 2nd floor.

Committee Members Present:	Brandon McCullough, Chair Kathleen E. McIntyre, Member
Committee Members Absent:	Scott Bahr, Vice Chair
City Council Members Present:	Rob Donovic, Councilmember Scott Morgan, Councilmember
City Officials and Others Present:	Maureen Miller Brosnan, Mayor Susa Nash, City Clerk Paul Bernier, City Attorney Mike Slater, Finance Director Jacob Rushlow, Assistant Director, DPW
	Valerie Novaes, OHM Advisors Doug Smith, Plante Moran Cresa Andy Fountain, Plante Moran Cresa Rick Erickson, Plane Moran Cresa
Additional Attendees:	See attached list

1. **CR 04-22** The subject matter of Bell Creek's erosion issue(s).

The Committee meeting convened at 7:00PM.

Committee Chair, Brandon McCullough, gave a brief synopsis of the erosion issue with Bell Creek. Due to an easement, a signed agreement is required by two of the homeowners to allow the project to continue.

One of the homeowners needed for signature gave the history of the erosion and what has taken place since 2002. She indicated between two and six feet of water would be on her property. She gave an overview of the project plan as it was explained to her.

City Engineer, Todd Zilincik, gave an overview of the erosion issue, indicating that funding has been approved for this project. OHM has been involved in working through the process to satisfy the requirements of EGLE for permits and abide by the tight deadlines. He was unable to get permits without the resident's signature on the agreement before the required deadline.

Councilmember McCullough indicated that he was told by the mayor's staff there would still be time after this meeting to still move forward, which was incorrect, based on the strict deadlines to provide documentation to EGLE to obtain permits.

Valerie Novaes, OHM, indicated that receiving the signed documentation at this point would not allow for the project to be permitted, effectively constructed, and restored by the end of this calendar year. Pushing to do so, the cost would become higher due to the need of working through two holiday seasons.

Valerie gave the steps of the process to give a better understanding of how long the process takes when working with EGLE, which is an average of six months for them to review projects before they will approve.

Councilmember McCullough asked if the project could be extended if funds would still be available. Todd indicated he would not be able to give the answer without the permits, as the project cost changes based on the time of the year.

City Attorney, Paul Bernier indicated that the city is not legally responsible for correcting the flooding issue.

Councilmember Brandon McCullough offered to keep this item in Committee.

The Committee recommends: For this item to remain in Committee.

This item is to be placed on the **Regular Meeting Agenda of July 24, 2023**

2. **CR 02-23** Subject matter of the 2022 Facility Condition Assessment and Space Needs Assessment.

Committee Chair, Brandon McCullough gave brief background information regarding the subject matter.

Mayor Brosnan began by indicating that an estimated $97M in funding will be necessary to maintain the buildings at the Five Mile and Farmington corridor. The next phase to be presented will include asset management data for fire stations, detailed building/site program and the return on the investment.

A brief overview was given by Jacob Rushlow, Assistant Director, DPW, regarding Phase 1 findings of their facility assessments.

Andy Fountain, Plante Moran Cresa, stated they have added Fire Stations 3, 4, 5 and 6 in the next phase of the project.

Rick Erickson, Plane Moran Cresa, gave a slide show presentation regarding Phase 2 of the project. City Hall, Police and Fire Stations are part of this Phase.

Doug Smith, Plane Moran Cresa, indicated they are looking at supply and demand, along with potential development scenarios and possible income for the city. A six-month duration was indicated for Phase 1 in conjunction with Phase 2 services.

Councilmember Rob Donovic offered a motion to proceed to Phase 2.

Councilmember McCullough asked if there are locations to do site visits to see what is out there for options of equipment and space.

Mayor Brosnan asked for a synopsis to be provided to Council of what Plante Moran Cresa had done for Royal Oak.

The Committee recommends: Proceeding to Phase 2 of the project.

This item will remain in Committee.

This item is to be placed on the **Regular Meeting Agenda of July 24, 2023**

The meeting was adjourned at 8:28PM



Brandon McCullough, Chair

LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
June 20, 2023

MEETING DATE	PREPARED BY
COI071723/R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

The subject matter of Bell Creek's erosion issue(s). (CR 04-22)

BACKGROUND DETAILS

A discussion regarding the subject matter of Bell Creek's erosion issue(s).

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To report the discussion at the Regular meeting of July 24, 2023

ATTACHMENTS

1. COI071723 LTC Bell Creek erosion
2. COI101022 Minutes
3. R011922 Subject matter of Bell Creek's erosion issue(s) to COI CR 04-22 REFER TO COI

APPROVED BY

CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE MEETING
MONDAY, OCTOBER 10. 2022
7:00PM

A Capital Outlay and Infrastructure Committee meeting was held on Monday, October 10. 2022 at Livonia City Hall in the City Council Chambers on the 2nd floor.

Committee Members Present:	Brandon McCullough, Chair Scott Bahr, Vice Chair Kathleen E. McIntyre, Member
Committee Members Absent:	None
City Council Members Present:	Jim Jolly, Council President Rob Donovic, Councilmember Scott Morgan, Councilmember
City Officials and Others Present:	Maureen Miller Brosnan, Mayor Paul Bernier, City Attorney Toni LaPorte, Library Director Jacob Rushlow, Assistant Director of Public Works Todd Zilincik, City Engineer Carrie Budzinski, Library Commissioner Carol Bagazinski, Library Commissioner Mary Morrison, Library Commissioner Andy Fountain, Plante Moran Cresa

1. **CR 122-18** and **CR 253-22** The subject matter of City Library improvements.

The meeting convened at 7:05PM

A presentation was given from the mayor's office on the current condition of the Noble library. A recommendation was given to demolish the facility. In addition, Mayor Brosnan presented on the future planning study for libraries as they pertain to our city. Councilmembers asked questions regarding this topic and both Mayor Brosnan and Library Director, Toni LaPorte, provided direction.

A discussion took place regarding the subject matter of the Sandburg roof.

Two resolutions were offered:

1. Councilmember Scott Bahr offered to keep the subject matter of the Sandburg roof in Committee.
2. Councilmember Scott Morgan offered to approve the roof replacement.
3. Committee Chair, Brandon McCullough, offered to keep the subject matter of library improvements in Committee.

The Committee recommends the following resolutions:

1. Councilmember Scott Bahr offered to keep the subject matter of the Sandburg roof in Committee.
2. Councilmember Scott Morgan offered to approve the roof replacement.
3. Committee Chair, Brandon McCullough, offered to keep the subject matter of library improvements in Committee.

2. **CR 04-22** The subject matter of Bell Creek's erosion issue(s).

A discussion was led by the City Engineer, Todd Zilincik, who provided update on the three erosion projects that are currently underway via the State grant as follows:
Bell Creek Court: Project scope was created by OHM and is being approved by the state.

Denmar Drain: Design is being completed to extend sleeve for drain.

Greenmead: The retention pond is being designed just south of the soccer fields.

Committee Chair, Brandon McCullough, offered to keep the subject matter of the Bell Creek's erosion issue(s) in Committee.

The Committee recommends:

This item to remain in Committee.

3. **CR 262-16** The subject matter of road construction communications.

A discussion was led by Committee Chair, Brandon McCullough, noting this item was added to the Committee to ensure we are communicating to residents and businesses proactively on any road or city construction projects. The Administration has already taken steps to be more collaborative with the State and County.

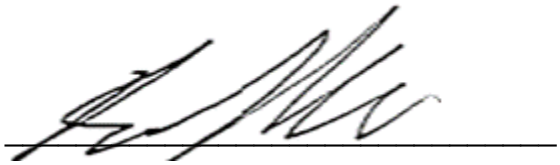
Councilmember Scott Bahr offered a motion to remove this item from Committee.

The Committee recommends:

A Resolution to remove this item from Committee.

This item is to be placed on the **Regular Meeting Agenda of November 2, 2022**

The meeting was adjourned at 8:16PM



Brandon McCullough, Committee Chair

On a motion by McCullough, seconded by Donovic, and unanimously adopted, it was:

> **#04-22** RESOLVED, that upon the motion by Councilmember Brandon McCullough, seconded by Councilmember Rob Donovic, at the Regular Meeting held January 19, 2022, The Council does hereby refer the subject matter of Bell Creek's erosion issue(s) to the Capital Outlay and Infrastructure Committee for its report and recommendation.

RESOLUTION REQUESTED BY COUNCIL (Regular Meeting of January 19,2022)
REFER TO CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE

Motion by:	**McCullough**
Seconded by:	**Donovic**
ROLL CALL:	
Ayes:	**Bahr, Donovic, Morgan, McCullough, McIntyre, Jolly**
Nays:	**None**
Absent:	**Toy**

LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
May 12, 2023

MEETING DATE	PREPARED BY
COI062823/R071023	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

CR 02-23 Subject matter of the 2022 Facility Condition Assessment and Space Needs Assessment.

BACKGROUND DETAILS

#002-23 RESOLVED, that upon the motion by Councilmember Brandon McCullough, seconded by Councilmember Rob Donovic, at the Regular Meeting held January 18, 2023, the Council does hereby refer the "2022 Facility Condition Assessment and Space Needs Assessment" to the Capital Outlay and Infrastructure Committee for further discussion.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss updated information as presented.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

DETAILED WORK BEING PERFORMED

COI030123/R031323

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc):

ATTACHMENTS

1. City of Livonia PMC - First Amendment FINAL
2. COI030123 Space Needs Assessment Documents Item 1- New Data
3. COI030123 LTC Space Needs and Cap Plan Svcs Report

4. R011823 Subject matter of Space Needs Assessment to COI CR 02-23
5. S013122 Space Needs Assessment Documents
6. R021622 Approval of engineering svcs for Space Needs Assess and Cap Planning CR 51-22
7. 20221119_COL_FCA and SNA_Preliminary Findings-FINAL
8. 20221119_COL_Facility Condition Assessment-FINAL
9. 20221119_COL_Space Needs Assessment-FINAL

APPROVED BY

First Amendment to the Agreement for Space Needs and Capital Planning Between CITY OF LIVONIA and PLANTE & MORAN CRESA, LLC

This First Amendment (this **"First Amendment"**) to the Agreement for Space Needs and Capital Planning Services is effective as of May 11, 2023 (the **"Effective Date"**), between CITY OF LIVONIA (**"COL"**) and PLANTE & MORAN CRESA, LLC (**"PMC"**). This First Amendment modifies that certain agreement for Space Needs and Capital Planning Services between such parties, dated as of January 18, 2022 (the **"Agreement"**). As used herein and where context dictates, reference to the Agreement may mean the Agreement, as modified by this First Amendment. Where any provision of the Agreement is modified herein, the provisions of this First Amendment shall control; otherwise the terms and provisions of the Agreement shall remain unmodified. All defined terms in this First Amendment shall have the same meanings as set forth in the Agreement, unless the context clearly requires otherwise.

WHEREAS, COL and PMC are parties to the Agreement for PMC to provide Real Estate Consulting Services for the City of Livonia Civic Center and fire facilities (the **"Project"**);

WHEREAS, COL has requested addition services related to the Project; and

WHEREAS, the parties mutually desire to update and modify the Agreement so as to better support and align with the Project's updated parameters.

NOW THEREFORE, for good and valuable consideration the sufficiency of which is acknowledged, COL and PMC agree as follows:

1. **Recitals.** The above recitals are true and correct and are hereby made part of this Amendment.

2. **Changes to the Agreement.** The Agreement is amended as follows:

    a. Services. PMC's Services are modified as follows:
        i. Phase 1 Extension – Space Needs Assessment & Capital Planning Services – Scope of Work as outlined in Exhibit A
        ii. Phase 2 – Part 1 – Real Estate Consulting Services – Space and Site Programming Services - Scope of Work as outlined in Exhibit A
        iii. Phase 2 – Part 2 – Real Estate Consulting Services – Highest and Best Use Analysis – Scope of Work as outlined in Exhibit A

    b. Compensation. Compensation is modified as follows:
        i. Phase 1 Extension – Space Needs Assessment & Capital Planning Services

Fixed Fee- COL shall pay PMC a fixed fee of Forty Thousand Dollars and zero cents ($40,000.00), payable in equal monthly installments of Eight Thousand Dollars and zero cents ($8,000.00);

ii. Phase 2 – Part 1 – Real Estate Consulting Services – Space Programming– Fixed Fee- COL shall pay PMC a fixed fee of Thirty Thousand Dollars and zero cents ($30,000.00), payable in equal monthly installments of Six Thousand Dollars and zero cents ($6,000.00);

iii. Phase 2 – Part 2 Real Estate Consulting Services – Highest and Best Use Analysis – Fixed Fee- COL shall pay PMC a fixed fee of Fifty-Five Thousand Dollars and zero cents ($55,000.00), payable in equal monthly installments of Eleven Thousand Dollars and zero cents ($11,000.00);

c. Term. The Agreement's term is modified to conclude five (5) months after execution of this Agreement.

d. Other. Revised Exhibit B, Terms & Conditions to the original Agreement

3. **Incorporation Into the Agreement.** When signed by the parties, this First Amendment shall be deemed part of the Agreement and, except as otherwise provided herein shall be subject to all of the terms and conditions of the agreement.

4. **Amendment Controls**. In the event of inconsistency between the terms and conditions of this First Amendment and the Agreement, the terms of this First Amendment shall control.

5. **Agreement Remains in Force.** Except as expressly modified by this First Amendment, the Agreement remains in full force and effect and the parties acknowledge and agree to be bound by the terms and provisions thereof.

6. **Partial Invalidity.** If any term, covenant, condition or provision of this First Amendment or the Agreement is found by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect, and shall in no way be affected, impaired or invalidated.

7. **Counterparts.** To facilitate execution of this First Amendment, the parties may execute this First Amendment in counterparts and exchange signatures by facsimile transmission or by

electronic delivery of a PDF copy of the executed First Amendment, which facsimile or PDF copy shall be deemed valid and binding.

[SIGNATURES ON FOLLOWING PAGE]

First Amendment to the Agreement for Space Needs and Capital Planning
Between CITY OF LIVONIA and
PLANTE & MORAN CRESA, LLC

IN WITNESS WHEREOF, the parties have indicated their acceptance of the terms of this First Amendment by their signatures below on the dates indicated:

CITY OF LIVONIA

/

By: Mayor Maureen Miller Brosnan Date
Its: Mayor City of Livonia

/

By: Ms. Susan M. Nash Date
Its: City Clerk

/

By: Paul Bernier Date
Its: Legal Counsel

/

By: Mr. Michael Slater Date
Its: Finance Department Head

PLANTE MORAN CRESA

By: Greg VanKirk, CPA
Its: Partner

By: Andy Fountain
Its: Senior Vice President

Exhibit A

Scope of Work

Upon execution of PMC's proposal dated May 12, 2023, this Exhibit A shall be incorporated into the Agreement between Plante & Moran Cresa, L.L.C. (**"PMC"**) and City of Livonia (**"COL"**). PMC shall provide to COL, in accordance with the terms and conditions set forth in Exhibit B, its Services comprised of the following:

Phase 1 Extension – Space Needs Assessment & Capital Planning Services

Project Related Assumptions:

- The Project's anticipated duration is five (5) months
- The Services will include Space Needs & Capital Planning Services of the following locations:
    - Livonia City Fire Department Station 3 – 35000 Seven Mile Rd. Livonia MI 48152
    - Livonia City Fire Department Station 4 – 12300 Middlebelt Rd. Livonia MI 48150
    - Livonia City Fire Department Station 5 – 18910 Middlebelt Rd. Livonia MI 48152
    - Livonia City Fire Department Station 6 & Garage – 37876 Plymouth Rd. Livonia MI 48150
- Any alternations, building additions, or new facilities shall be constructed of normal, durable, and readily available materials, as used in the construction of similar facilities
- COL will provide PMC with all available building and site drawings, previous reports, assessments, equipment/building repair, replacement information and any other pertinent information
- COL designates Jacob Rushlow as COL's Designated Representative for the purposes of this engagement
- PMC's review, recommendations, analysis, and conclusions are, in whole or in part, derived from and dependent on information provided by COL, the Project team, and other third parties neither contracted by nor controlled by PMC. PMC's services do not include a review as to the accuracy of such information. Therefore, PMC provides no opinion on, or assurance of, the reliability of such information. Misstatements may exist that impact PMC's Services and deliverables.
- The funding source for the Services will be determined by COL which will be communicated to PMC in writing along with any associated funding related requirements.

Space Needs Assessment Services:

1. **Review of Previous Reports:** Reviewing previous reports provided by COL relative to COL's facilities. PMC will meet with COL staff to identify all reliable sources of existing data such as facility inventory lists, plans, maps, studies, etc. If available, existing studies, reports, and plans will be provided to PMC for use in completing the scope of work.

2. **Determine Space Needs:** The activities constituting PMC's Space Needs services may be comprised of the following:

    a. Conduct tours of COL's facilities and associated sites;
    b. Assistance developing and distributing user/occupant surveys;
    c. Conducting clarification interviews;
    d. Assisting in the development of workplace standards;
    e. Assisting in defining expansion and contraction requirements;
    f. Assisting in identifying preferred adjacency requirements;
    g. Assisting in defining parking and site requirements;
    h. Assisting in defining preferred amenities,
    i. Assisting in determining centralized and decentralized (multiple locations) operation requirements;
    j. Assisting in incorporating current workplace trends; and
    k. Assisting and advising COL in the review and refinement of space needs and workplace strategy.

3. **Utilization and Capacity Analysis:** Based on the findings from COL's site tour and space needs activities, create a utilization and capacity analysis with corresponding floor plans for COL's facilities illustrating current usage and capacities for COL's consideration.

4. **Preliminary Findings:** Presenting preliminary findings of PMC's Space Needs and Building Utilization and Capacity Analysis at two (2) meeting with COL administration to review department and operational goals and objectives in comparison to current utilization and capacity information, review and prioritize improvement opportunities identified, and finalize preliminary budget findings.

5. **Final Report:** Based on input from COL's administration relative to the preliminary findings and in review of department and operational goals and objectives, provide a final presentation and report to the COL administration, and to City Council at three (3) meetings.

Capital Planning Services:

1. **Capital Assessment:** PMC shall perform a cursory capital assessment through one or more site visits to the Project identified in PMC's proposal as well as review previous reports provided by the COL, and capital needs relative to demolition, renovation, and replacement of like-kind.

2. **Due Diligence:** Assisting COL in reviewing the existing due diligence information including:
    a. Environmental Phase I and Phase II
    b. Baseline environmental assessment
    c. Asbestos/Lead surveys or reports
    d. Survey (ALTA or similar)
    e. Geotechnical reports
    f. Other due diligence reasonably necessary for potential redevelopment or sale

    If due diligence documentation is not available, PMC will assist COL in hiring and coordinating the services of professionals to obtain this information.

3. **Benchmarking:** Conduct benchmarking of current and projected capital projects in relation to market conditions in the greater context of local, regional, and national trends with relation to repurpose, sale, or demolition of the facility/site.

4. **Review of Purchase (or Lease) Agreement:** Assisting COL and its legal counsel with reviewingthe purchase (or lease) agreement, and advise on the terms and conditions regarding:
    a. Facility sale
    b. Purchase agreements
    c. Option agreements
    d. Development agreements

5. **Capital Planning Improvement Plan:** Meeting with COL's project committee, administration, andCity council to discuss facility and technology system improvement needs and generate an implementation strategy based on COL's goals and budget. PMC will assist COL in developing a Capital Planning Improvement Plan that will categorize the areas of need/goals by critical,deferred maintenance, and enhancement in alignment with funding opportunities. PMC will assist COL to review asset management programs to be utilized as a repository of findings for the Capital Planning Improvement Plan.

6. **Preliminary Findings:** Presenting preliminary findings of PMC's assessment and analysis at two (2) COL administration meetings to review goals and objectives in comparison to current and projected capital and operations and review and prioritize improvement opportunities identified in relation to preliminary budget findings.

7. **Final Report:** Based on input from COL administration relative to the preliminary findings and in review of goals and objectives, provide a final presentation and report to the COL administration,and if requested, at three (3) COL City council meetings.

Phase 2 Part 1 - Real Estate Consulting – Building and Site Programming Services

The following key assumptions have been made by PMC In preparing this scope of work, which have been relied upon by PMC in determining the Services, PMC's compensation, and the terms of this Agreement.

Project Related Assumptions:

- The Project's anticipated duration is five (5) months
- The Services will include Real Estate Consulting Services of the following locations:
    - Livonia City Hall – 33000 Civic Center Dr. Livonia MI 48154
    - Livonia Police Department – 15050 Farmington Rd. Livonia MI 48154
    - Livonia City Fire Department Station 1/Headquarters - 14910 Farmington Rd. Livonia MI 48154
- Any alternations, building additions, or new facilities shall be constructed of normal, durable, and readily available materials, as used in the construction of similar facilities
- COL will provide PMC with all available building and site drawings, previous reports, assessments, equipment/building repair, replacement information and any other pertinent information
- COL designates Jacob Rushlow as COL's Designated Representative for the purposes of this engagement
- PMC's review, recommendations, analysis, and conclusions are, in whole or in part, derived from and dependent on information provided by COL, the Project team, and other third parties neither contracted by nor controlled by PMC. PMC's services do not include a review as to the accuracy of such information. Therefore, PMC provides no opinion on, or assurance of, the reliability of such information. Misstatements may exist that impact PMC's Services and deliverables.
- The funding source for the Services will be determined by COL which will be communicated to PMC in writing along with any associated funding related requirements.

Scope of Work: PMC shall provide Real Estate and Consulting – Building and Site Programming Services to COL upon execution of the initial engagement. PMC's Real Estate Consulting Services may be comprised of the following:

1. **Review of Relevant Information.** PMC will review all relevant documentation related to the COL facilities and real estate. Unless otherwise specifically indicated by COL in writing, PMC may rely on the relevant information provided by COL. The activities constituting PMC's Review of relevant Information may be comprised from the following:
    a. Reviewing previous surveys
    b. Review of current agreements with surrounding landowners
    c. Review of Project Development Agreement (PDA)
    d. Review current design documents for the COL

e. Review previously completed environmental due diligence such as BEA's, Due Care Plans, Phase I Environmental Site Assessments, and Phase II Environmental Site Assessments
f. Other information provided by COL

2. **Space Programming Services.** PMC will assist COL in the development of its Space Programming needs. The activities constituting PMC's Space Programming Services may be comprised of the following:

a. Assistance developing and distributing user/occupant surveys;
b. Assistance to conduct clarification interviews;
c. Assisting in the development of workplace standards;
d. Assisting in the development of high-level space needs;
e. Assisting in defining expansion, contraction and consolidation requirements;
f. Assisting in identifying preferred adjacency requirements;
g. Assisting in defining parking and site requirements;
h. Assisting in defining preferred amenities,
i. Assisting in determining centralized and decentralized (multiple locations) operation requirements;
j. Assisting in incorporating current workplace trends; and
k. Assisting in the review and refinement of space needs and workplace strategy.

3. **Milestone Schedule.** PMC will research and summarize milestone schedule information for the COL facilities and real estate. The milestone schedule information is intended to serve as a planning tool and will include proposed Project phasing and delivery method implications. The milestone schedule information may include key tasks and milestones such as:
    a. Procurement
    b. Facility Design
    c. Preconstruction
    d. Regulatory Review (EGLE, Wayne County, Authority Having Jurisdiction, etc.)
    e. Construction
    f. Occupancy and Activation
    g. Close-out Activities

4. **Conceptual Budget.** PMC will research and summarize conceptual budget information for the Project. The conceptual budget information is intended to capture the Project's anticipated costs. The conceptual budget information will be developed based on the project components related to the COL facilities and Real Estate. The information will be provided in the following format, hard construction (building and site costs), soft costs (professional services, specialty consultants, contingencies), and ancillary costs; The

conceptual budget will include technology infrastructure, furniture, fixtures and equipment allowances.

5. **Summary Report.** After completion of our review, PMC will communicate its findings to COL in a written format (the "Summary Report"), which may include supporting information and data related to the components listed above. Upon request by, PMC will provide up to three (3) in-person or remote presentation of the findings outlined in the Summary Report.

Phase 2 Part 2 - Real Estate Consulting Services – Highest and Best Use Analysis

Phase 2 Services shall be performed by PMREIA as a sub-consultant to PMC. The following key assumptions have been made by PMREIA In preparing this scope of work, which have been relied upon by PMREIA in determining the Services, PMREIA's compensation, and the terms of this Agreement

Project Related Assumptions:

- The Project's anticipated duration is five (5) months
- PMREIA's services will generally involve an analysis of the highest and best uses for the COL Owned Civic Center
- COL will create a steering committee with whom PMREIA will work pursuant to the Scope of Services
- COL will provide key relevant information to PMRIEA including:
    - Title work
    - Survey
    - Topographic survey
    - Environmental Reports
    - Soils reports
    - Utility plans, incl. availability and capacity
    - Programming requirements for public spaces
    - Relevant planning studies for each site

Scope of Work: PMC shall provide Real Estate and Consulting Services – Highest and Best Use Analysis to COL upon execution of the initial engagement. PMC's Real Estate Consulting Services may be comprised of the following:

Deliverables/Meetings: At the completion of this assignment, PMREIA will provide COL a final report to summarize findings, the analysis, and recommendations. During the completion of the below scope of work, PMREIA will meet a total of three (3) times with the

City selected steering committee to provide them with updates and to obtain guidance. Additionally, PMREIA will attend up to three (3) meetings with the City Council to discuss the report and its findings.

Highest & Best Use Analysis – PMREIA will perform a real estate analysis utilizing both previously collected and current data to assess the property:

i. Area Assessment - Conduct a thorough walk-through of the subject properties/land and surrounding area(s) to understand their physical characteristics and current market uses that will influence redevelopment.

ii. Due Diligence – Review of property due diligence reports to understand zoning, master planning, visibility/access, title /survey issues, utility capacity, wetlands/woodlands, traffic counts, eligibility for incentives and environmental (as reports are available). To supplement the aforementioned, interviews with City engineering, planning, and zoning personnel will be conducted as warranted.

iii. Market Analysis – Assess current market conditions, trends, and market development pipeline to aid in key analysis assumptions such as property values, lease/rental rates, vacancy rates, absorption rates and construction costs. Analysis includes assessing the competitive market set/supply for all asset classes based on in-depth market knowledge, coupled with database sources and key market data. Market data will also be gathered through networking with brokerage, real estate investor/owners and the development community within the market area.

Development Strategy – PMREIA will test various uses to determine feasibility and suggest approaches for redevelopment:

i. Financial Analysis: Consolidate the financial and market data assumptions from the highest and best use into a high-level financial pro-forma to determine the financial viability of the proposed program. The financial proforma will include sources/uses, cash flow schedules, financing scenarios and key return metrics. The analysis may identify potential economic "gaps" in the sources of capital projected.

ii. Development Approach: Assess/analyze possible development approach scenarios, dependent on programming and market analysis, including joint ventures or ground leases under a public/private partnership structure. The approaches will suggest tools or alternate development options that mitigate any economic gaps forecasted in the Financial Analysis. In anticipation of an RFP/RFQ, an RFI (request for information) may be formally or informally conducted to validate conceptual approaches and or enhance those identified in the analysis.

End of Exhibit A

Exhibit B
Terms and Conditions

Upon execution of PMC's proposal dated May 12, 2023, this revised Exhibit B shall be incorporated into the Agreement between Plante & Moran Cresa, L.L.C. (**"PMC"**) and City of Livonia (**"COL"**).

1. PMC's SERVICES:

1.1. PMC's services (the **"Services"**) include the consulting services designated on Exhibit A to the Agreement and additional services, if any, performed by PMC in connection with its engagement under the Agreement. PMC shall perform the Services in accordance with the Terms and Conditions in this Exhibit B.

1.2. PMC's Services are inherently advisory in nature. PMC has no responsibility for, nor do its Services include, any management decisions or management functions of COL in connection with this engagement to provide the Services outlined herein. PMC and COL acknowledge that PMC shall have no authority, express or implied, to enter into written or oral agreements on behalf of COL, to take any other actions with respect to COL's projects, transactions, or other business affairs of COL, or to commit or otherwise obligate COL in any manner whatsoever. Further, COL acknowledges that COL is responsible for all such management decisions and management functions; for the evaluation of the adequacy and results of PMC's Services and for making decisions and the results of those decisions with regard to the assistance, advice, recommendations, and reporting provided by PMC in connection with its Services; and for establishing and maintaining internal controls, including monitoring ongoing activities, in connection with this Agreement.

2. COL RESPONSIBILITIES:

2.1. COL represents that its Designated Representative identified in assumptions to PMC's proposal has the necessary skill, knowledge, experience, and authority to act on COL's behalf to be the contact person for purposes of the communications between COL and PMC and to provide direction to PMC regarding the Project and PMC's Services.

2.2. COL shall provide full information to PMC regarding COL's requirements as necessary for the performance of PMC's Services.

2.3. COL shall provide information, review documents provided by PMC, and render decisions relating to PMC's Services on a timely basis so as not to delay the performance of PMC's Services.

2.4. COL shall engage third parties to provide services, including by way of example, surveyors, testing consultants, architects, engineers, attorneys and risk management consultants, as reasonably required for the performance of PMC's Services.

2.5. COL shall obtain all permits required for its use and operation of the project, facilities, and systems which are the subject of this engagement, including, by way of example, air and water discharge permits for operation of manufacturing process equipment.

2.6. COL represents that it has, or will obtain, adequate financing for the Project which is the subject of this engagement and that the required funds will be available on a timely basis. COL acknowledges that COL 's failure to timely provide necessary funds as required may adversely affect the Project's cost and schedule.

2.7. COL shall pay PMC for Services in accordance with the payment terms in the Agreement and these Terms and Conditions. For Services rendered, these rights and obligations shall survive the Agreement's termination or expiration.

2.8. COL agrees to report promptly in writing to PMC any default or defect in PMC's services or non-conformance with any provision of this agreement.

2.9. COL agrees during the term of this Agreement and for the period of one year after its completion or termination not to solicit for employment, on behalf of COL or any other entity, any PMC staff member or members working on the engagement under this Agreement, including former PMC staff members. COL acknowledges that PMC will incur substantial loss and damage if any of PMC's personnel terminate their employment with PMC to accept employment with COL or another entity engaged by COL, including without limitation the expense to train such personnel and loss of anticipated revenues. Accordingly, any provisions of this Agreement precluding claims for special, incidental and consequential damages, or otherwise limiting damages, shall not apply to actions by PMC to enforce this section.

3. PMC'S RESPONSIBILITIES:

3.1. PMC shall perform the Services in accordance with the standard of professional skill and care exercised by other consultants performing similar services under similar circumstances.

3.2. PMC does not warrant or guarantee the outcome of project pro formas, budgets or other financial projections, or any other analysis (collectively "Analysis") developed by PMC for use in

connection with its Services. Analysis prepared by PMC represents PMC's professional judgment as a consultant. It is recognized, however, that neither PMC nor COL has control over the cost of labor, materials or equipment, market conditions, contractors' methods of determining bid prices or other competitive bidding or negotiating conditions. PMC cannot and does not warrant or represent that the outcome of bids or negotiated prices will not vary from any project budget proposed, established or approved by COL, or from any Analysis prepared by PMC.

3.3. PMC shall not be responsible for the failure of engineers, architects, general contractors, subcontractors, vendors, attorneys, or other consultants to carry out their respective duties and obligations to COL. PMC is not responsible for the performance of any party not employed directly by PMC, and PMC is not responsible for the performance of consultants engaged by PMC in connection with PMC's Services under this Agreement.

3.4. PMC's Services do not include professional architectural or engineering services. PMC shall not be responsible for the design of any project, for any errors, omissions or other deficiencies in the construction drawings and specifications for a project, for any other error or omissions of architects or other design professionals, if any, in connection with a project, or for the failure of the construction drawings and specifications for a project to comply with the requirements of COL or COL's landlord or subtenants, or with applicable codes or legal requirements. It shall be the responsibility of COL's architects and engineers, not PMC, to identify building code and other legal requirements pertaining to the design of a project for COL. PMC's Services do not include with respect to any existing or planned building or property the identification or resolution of any life safety issues or the non-compliance with any building code or legal requirements.

3.5. PMC shall not be responsible for construction means, methods, techniques, sequences and procedures, and safety programs and measures employed by contractors or others in the performance of their contracts, and shall not be responsible for the failure of any contractor or supplier to carry out work in accordance with the construction drawings and specifications or any other contract or legal requirements.

3.6. Any acts of PMC in providing consultation, advice and/or recommendations to COL regarding the performance or the default of COL's architect, contractor(s), vendors or other consultant(s), shall not be deemed to be the assumption by PMC of management or control of the architect, contractor(s), vendors or consultants or of COL's project.

3.7. PMC is not an attorney at law, and the Services provided by PMC exclude professional legal services. If the scope of PMC's Services includes assistance with the negotiations of agreements

on behalf of COL, such agreements shall be subject to COL's approval. COL shall provide for the review of such agreements by COL's attorneys and insurance consultants as deemed to be appropriate by COL.

3.8. PMC shall not be considered in breach of this Agreement, nor be liable, for any delay or failures in performance resulting from circumstances beyond its reasonable control including, without limitation, acts of God, acts of war or terrorism, shortage or disruption of materials or labor, accidents, epidemic, pandemic, quarantine, natural catastrophe or weather, or government acts or omission. Notwithstanding the foregoing, PMC and COL shall make a good faith effort to mitigate any impacts of such circumstances to PMC's Services.

4. COMPENSATION:

4.1. For the performance of Services, COL shall compensate PMC as provided in the Agreement. Unless provided otherwise in the Agreement, PMC shall submit monthly invoices for Services rendered by PMC to COL. All invoices shall be prepared in accordance with the compensation terms in the Agreement and COL agrees to pay invoices within thirty (30) days after receipt thereof; provided, however, that in the event COL disputes the accuracy for any invoice prepared and presented, payment for the portion which is disputed by COL may be withheld until such dispute is resolved. Time is of the essence with respect to COL's payment obligations hereunder. All billings not in dispute are payable within thirty (30) days of receipt of invoice.

4.2. PMC shall be entitled to additional compensation if any of the following occur: increase in the Scope of Services designated on Exhibit A or other changes in the scope of PMC's Services; change in any of the key assumptions of this engagement listed in the Agreement; change in the time period for performance of PMC's Services; change in the nature of the Services required to be performed, including changes that require more effort or resources of PMC; default of COL's architect, engineers, contractor(s), or other consultants or vendors; delay or interruption in the transaction or project; failure of COL to follow the advice and recommendations of PMC; or failure to provide adequate financing for the Project on a timely basis.

4.3. Should PMC be required to provide evidence, prepare for hearings, evaluate claims, assist in the review or preparation of claims or defenses, or otherwise participate or assist in the resolution of legal disputes either: (i) on behalf of COL or (ii) resulting from PMC's role providing its Services to COL (unless caused by PMC's gross negligence or intentional misconduct), PMC will be reimbursed on a "Time and Materials" basis, which is defined to mean the numbers of hours of Services performed by PMC's personnel multiplied by PMC's then current standard hourly

rates ("Standard Hourly Rates") plus the direct cost incurred by PMC in performance of such services.

4.4. Any taxes or fees, enacted by local, state or federal government subsequent to the date of this agreement, and based on gross receipts or revenues will be added to the amounts due under this agreement, in accordance with any such fees or taxes.

4.5. The rights and obligations of this Article 4 shall survive the Agreement's termination or expiration.

5. LIMITATION ON LIABILITY:

5.1. In no event shall COL or PMC be liable to the other for special, incidental or consequential damages, including without limitation, loss of anticipated profits, revenue or use of capital, loss of use of leased spaces, and penalties imposed under the leases, whether based on contract, tort, negligence, strict liability or otherwise; provided, however, that the foregoing shall not limit or preclude a claim of PMC with respect to compensation due to PMC under this Agreement.

5.2. Except for amounts due PMC under this Agreement, either party's liability under this Agreement shall not in any event exceed the amounts of compensation for Services paid to PMC under this Agreement.

5.3. Except for actions to enforce payment to PMC, any claim or cause of action arising under or otherwise relating to this engagement must be filed within one (1) year of the events giving rise to the claim or cause of action.

5.4. The rights and obligations of this Article 5 shall survive the Agreement's termination or expiration.

6. ENVIRONMENTAL CONDITION OF SITE:

6.1. PMC's Services shall not include any services or responsibility (including for the detection, identification, prevention, collection of samples, testing of samples, abatement, or disposal) related to known or unknown Constituents of Concern. Constituents of Concern shall include: (i) asbestos, (ii) petroleum, (iii) radioactive material, (iv) polychlorinated biphenyls (PCBs), (v) hazardous waste, (vi) lead, (vii) any viral, bacterial, or any other organism capable of inducing physical distress, harm, illness, or disease (including but not limited to any fungus, mold, mildew, mycotoxins, spores, or scents) or any byproduct thereof, or (viii) any other substance,

product, waste, or other material listed under any other federal, state, or local (meaning any applicable jurisdiction) statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards concerning, any hazardous, toxic, or dangerous waste, substance, or material. The parties further acknowledge that PMC is not, and shall not be considered or required to be, an "owner," "arranger," "operator," "generator," or "transporter" of any Constituents of Concern.

7. MISCELLANEOUS:

7.1. Nothing contained in this Agreement shall create a contractual relationship or a cause of action in favor of a third party against either COL or PMC. The Services performed by PMC under this Agreement are for the sole benefit of COL, and shall not be relied upon by other parties.

7.2. PMC and COL may not assign their rights under this Agreement without the prior written consent of the other.

7.3. PMC shall be entitled to use COL's name, photographs, renderings, narrative descriptions and similar materials relating to PMC's Services in connection with publications, awards, press releases, and marketing materials.

7.4. Provided that COL has paid all amounts due to PMC under this Agreement, COL shall be entitled to use all studies, reports, summaries, cost estimates, budgets, and other documents prepared by PMC in the performance of its Services; provided, however that COL shall not disclose or permit other parties to use such information and documents. PMC shall be entitled to retain copies of such documents for PMC's files. Notwithstanding the foregoing, PMC shall retain all ownership and intellectual property rights in, and COL shall not use or permit the use by others of, all standard contract provisions and modifications, financial analysis programs and similar tools developed by PMC for PMC's use generally and not developed solely for purposes of this engagement.

7.5. Any disputes between COL and PMC relating to PMC's Services or this Agreement shall be governed by the laws of the State of Michigan without giving effect to any choice of law or conflict of law rules or provisions (whether of the State of Michigan or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of Michigan. Any controversy, dispute, or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by binding confidential arbitration in accordance with the applicable arbitration rules of the American Arbitration Association. Such confidential arbitration shall be

held in Oakland County Michigan, and the judgment upon the award rendered by the arbitrator or arbitrators may be entered in any court having jurisdiction. In the event of any dispute between the parties arising out of or in connection with this Agreement or these Terms and Conditions, the prevailing party shall be entitled to recover its costs incurred in connection therewith, including reasonable attorney fees.

7.6. PMC and COL shall each maintain insurance coverage as deemed by each to be necessary for its own protection; provided, however, that COL shall include PMC as an additional insured under COL's general liability insurance policy with respect to claims and losses related to this engagement only. In addition, if PMC provides Services under this Agreement in connection with the construction of a project for COL, the following shall apply: (i) COL's general contractor's/construction manager's general liability insurance for such project shall include PMC as an additional insured; and (ii) PMC and COL shall each waive all rights against each other and the contractors, consultants, agents and employees of the other for any loss or damage, for which property insurance is maintained by the injured party, and PMC and COL each shall require appropriate similar waivers from their contractors, consultants and agents.

7.7. No failure by COL or PMC to insist upon strict performance of any covenant, agreement, term or condition of this Agreement or to exercise any right, term or remedy for a breach of this Agreement, shall constitute a waiver of any such breach or of such covenant, agreement, term or condition.

7.8. The rights and obligations of this Article 7 shall survive the Agreement's termination or expiration.

8. TERMINATION

8.1. This Agreement may be terminated by COL upon thirty (30) days prior written notice if PMC is in default under this Agreement and fails to cure such default within such thirty day period. In addition, provided that COL is acting in good faith, COL shall be entitled to terminate this Agreement without cause upon thirty (30) days prior written notice to PMC.

8.2. PMC may terminate this Agreement or suspend its Services upon thirty (30) days prior written notice in the event of any of the following defaults by COL and failure of COL to cure such default within such thirty (30) day period: COL fails to make payment of amounts due to PMC under this Agreement; COL fails to follow the advice or recommendations of PMC; or COL otherwise is in default under this Agreement.

8.3. If PMC's Services are suspended for more than thirty (30) consecutive days, PMC may terminate this Agreement upon thirty (30) days prior written notice to COL.

8.4. In the event this Agreement is terminated for any reason, PMC shall be compensated on an equitable basis for services performed as of the effective date of termination in accordance with this Agreement. Upon any such termination and payment of amounts due to PMC, the parties hereto shall be released of any and all further liability hereunder.

8.5. This Agreement shall commence upon execution of the Agreement between PMC and COL and shall continue in effect for the term described in the Agreement, as may be extended by agreement of the parties, unless terminated sooner under the terms of this Section.

9. THIS AGREEMENT:

9.1. COL and PMC accept the obligations of good faith and fair dealing towards each other with respect to this engagement.

9.2. This Agreement includes the proposal executed by PMC and COL, Exhibit A Scope of PMC's Services, Exhibit B Terms and Conditions, and other documents, if any, listed in the Agreement. This Agreement sets forth the entire, integrated agreement between PMC and COL, supersedes all prior proposals, negotiations, representations and agreements, whether written or oral, between PMC and COL, and shall govern the relationship between PMC and COL with respect to all Services provided by PMC to COL in connection with the engagement described in the Agreement. This Agreement may be amended only by written instrument signed by both PMC and COL.

9.3. Neither this Agreement nor PMC's performance of Services shall be deemed to create a partnership or joint venture between COL and PMC.

9.4. The parties to this Agreement have jointly participated in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement is to be construed as jointly drafted by the parties hereto and no presumption of burden of proof is to arise favoring or disfavoring any party by virtue of the authorship of any provision of this Agreement.

End of Exhibit B



plante moran | cresa

City of Livonia
Facility Condition Assessment and Space Needs Assessment Update

03/01/2023

Agenda

- Plante Moran Cresa (PMC) engagement overview
- Activities completed to date
- Preliminary Findings + Recommendations
- Next steps

PMC Engagement Overview

Plante Moran Cresa (PMC) was engaged by the City of Livonia (COL) March of 2022 to conduct a Facility Condition Assessment (FCA) and Space Needs Assessment (SNA) for the following facilities:

- City Hall
- Police Department
- Fire Department
- Civic Center Library
- Senior Center + Community Transit Office
- Jack E. Kirksey Livonia Community Recreation Center
- Housing Commission
- Carl Sandburg Branch Library
- Alfred Noble Branch Library

These facilities were selected due to their potential impact on the Livonia Vision 21 Master Plan

PMC Engagement Overview

Purpose of Facility Condition Assessment:

- Based on visual observation, evaluate the condition of each facilities' building systems, including site conditions, building envelope (roof, exterior walls, windows and doors), interior finishes; mechanical, electrical, and plumbing systems.
- Determine the investment required to maintain these facilities over a ten-year period.
- Prioritize needs based on
  - Critical need (1 – 3 years)
  - Deferrable maintenance (4 – 6 years)
  - Future need (7 – 10 years)
- Provide The City of Livonia (COL) a capital planning template

PMC Engagement Overview

Purpose of Space Needs Assessment:

- Quantify the COL's current space and future needs
- Evaluate the COL's real estate to determine:
  - Current level of utilization and efficiency
  - Current level of workspace functionality (office/workstation size, natural day light, support spaces, etc.)
- Evaluate departmental adjacencies
- Identify opportunities for implementing an Alternate Work Schedule and/or Free-Addressing/Hoteling
- Compare COL's current workspace with modern workplace standards to identify opportunities for improved space utilization and efficiencies

Activities Completed to Date

Facility Condition Assessment:

- Reviewed historical information provided by COL (existing floor plans, surveys, etc.)
- Developed and distributed pre-site visit survey
- Collected and reviewed pre-site visit survey responses
- Toured facilities with COL staff
- Met with COL staff to validate data collected from site visits
- Compiled data to illustrate our preliminary findings
- Reviewed preliminary findings with COL team
- Developed Facility Condition Assessment Report

Activities Completed to Date

Space Needs Assessment:

- Reviewed owner furnished floor plans and historical data
- Toured facilities with COL staff
- Distributed a space needs survey to key department heads
- Conducted follow up interviews with department heads to review and validate survey responses
- Documented existing utilization and space deficiencies
- Compiled data to illustrate our preliminary findings
- Reviewed preliminary findings with COL team
- Developed Space Needs Assessment Report

Preliminary Findings + Recommendation

Following are Plante Moran Cresa's (PMC) preliminary findings and recommendations based on the Facility Condition Assessment and Space Needs Assessment PMC recently completed, as well as the City of Livonia Vision 21 Master Plan completed in 2018.



City Center Conceptual Plan from the City of Livonia Vision 21 Master Plan with approximate location of existing facilities overlaid.

Preliminary Findings + Recommendations
Facility Condition Assessment – Cost Summary

SUMMARY OF COSTS BY PRIORITIZATION FACILITY ASSESSMENT					
Bldg #	Name of Facility	Critical Need (1 - 3 Yrs.)	Deferrable Maintenance (4 - 6 Yrs.)	Future Need (7 - 10)	Complete Cost with Escalation
1	City Hall	$12,397,784	$7,595,335	$8,392,853	$28,385,972
2	Police Department	$8,467,808	$3,381,330	$1,875,608	$13,724,746
3	Fire Department #1	$1,335,601	$897,792	$766,557	$2,999,950
4	Civic Center Library	$6,348,772	$4,936,406	$1,240,231	$12,525,410
5	Senior Center/Community Transit	$5,811,271	$659,776	$1,029,377	$7,500,424
6	Livonia Community Recreation Center	$2,699,860	$10,977,139	$10,236,580	$23,913,579
7	Housing Commission	$856,369	$169,270	$310,537	$1,336,176
8	Carl Sandburg Library	$1,737,877	$821,019	$410,894	$2,969,791
9	Alfred Noble Branch Library*	$346,062	$0	$0	$346,062
10	City Wide - Technology	$1,928,999	$626,925	$713,730	$3,269,654
	TOTAL BUILDINGS BUDGET	$41,930,405	$30,064,991	$24,976,366	$96,971,763

Notes:

1. Alfred Noble Branch Library costs are for building demolition only. Costs associated with abatement and site prep are not included.
2. Costs are based on 2022 market conditions
3. Costs reflect escalation of 8% per year

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Building 02 – Livonia Police Department



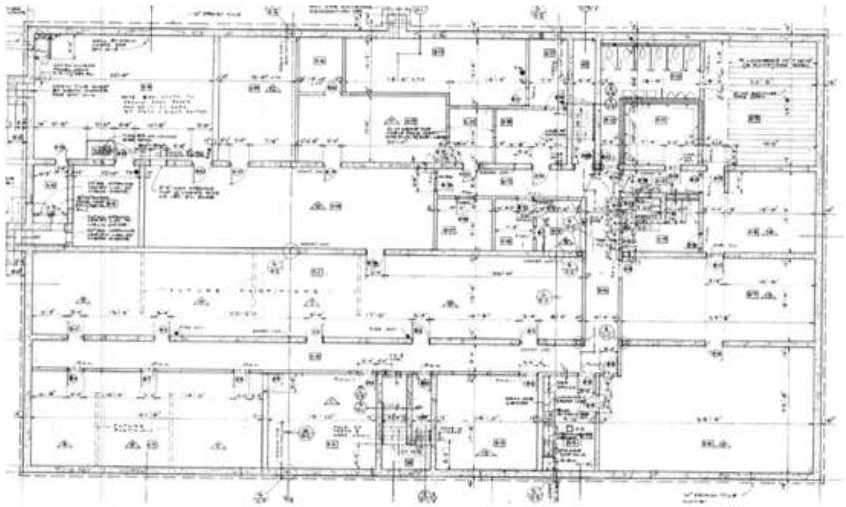
Address:	15050 Farmington Rd. Livonia MI 48154
Year Built:	1961/1987
Square Footage:	59,540
Site Area:	46.48 Acres
Parking Spaces:	76
Stories:	1
Basement:	Yes
Elevator(s):	Yes
Exterior Façade:	Brick
Roof:	PVC
Fire Protection:	No

Site Plan:



Building 02 – Livonia Police Department

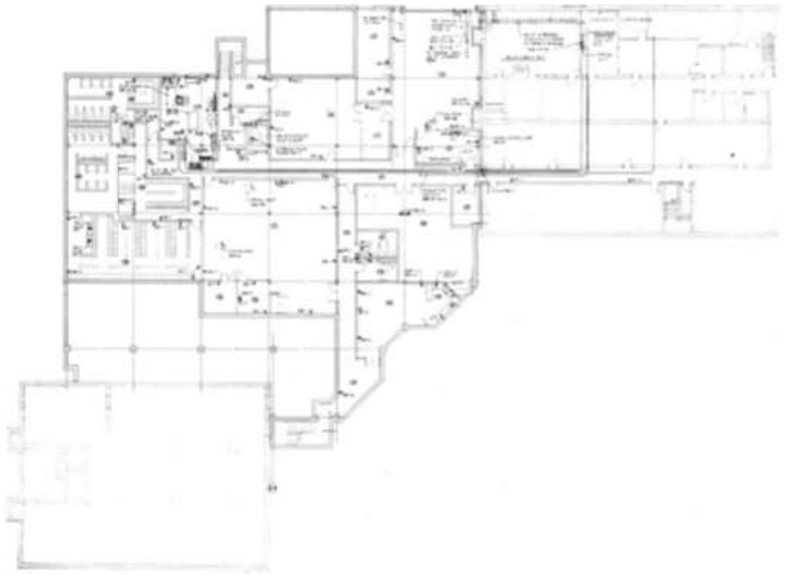
Basement Floor Plan (1961):



Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

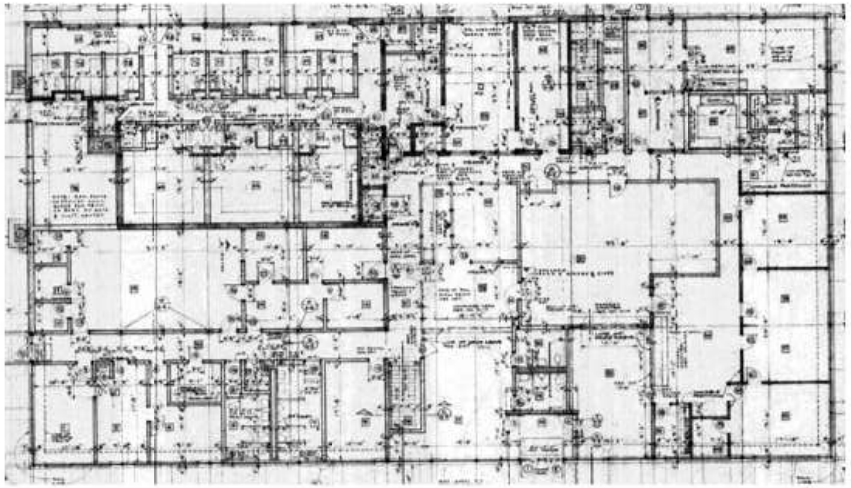
Building 02 – Livonia Police Department

Basement Floor Plan (1986):



Building 02 – Livonia Police Department

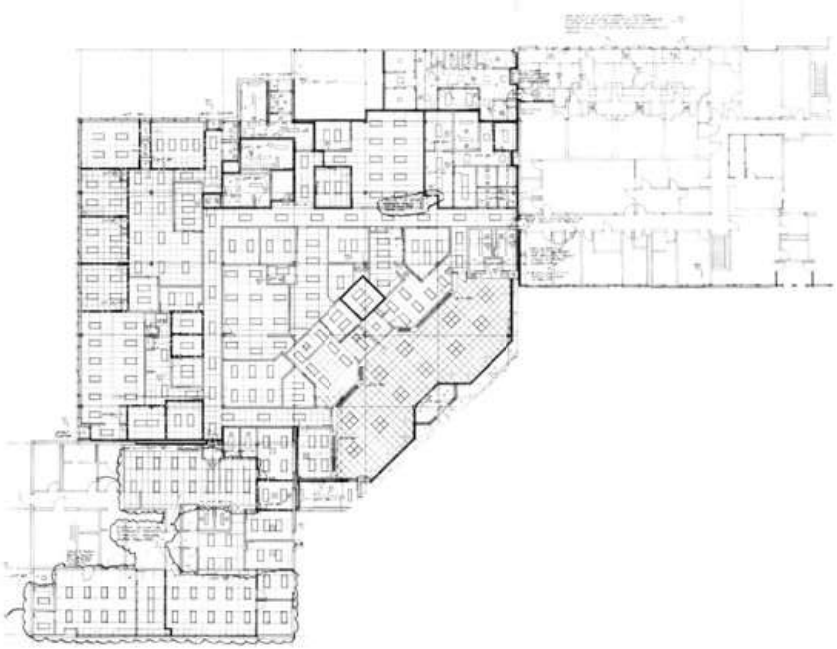
1st Floor Plan (1961):



Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Building 02 – Livonia Police Department

1st Floor Plan (1986):



Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Program Area	Quantity Per Unit	Unit	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
1.0 SITE						
Paving						
Pavement and Base Reconstruction	156,000	SF	$0	$1,314,144	$0	
Replace Concrete Stairs and Railings	1	Allowance	$27,000	$0	$0	
Selective Sidewalk & Curb Replacement	1	Allowance	$48,384	$0	$0	
Sealcoating/Re-striping	156,000	SF	$50,544	$0	$0	
Utilities						
Catch Basin / Manholes	6	EA	$0	$37,740	$0	
Misc. Utility Repairs	1	Allowance	$0	$70,200	$0	
Fire Suppression Utilities	1	Allowance	$54,000	$0	$0	
Misc.						
Monument Sign - Powered & Electronic Display	1	EA	$54,000	$0	$0	
Reapirs Needed for Carports	1	Allowance	$0	$280,800	$0	
Rework Concrete Entrance (Ramps and Railings)	1	Allowance	$216,000	$0	$0	
SITE SUBTOTAL			**$449,928**	**$1,702,884**	**$0**	**$2,152,812**
2.0 BUILDING ENVELOPE						
Roofing Work						
Existing PVC Roof (Under Warranty- Install Year Unknown)	37000		$0	$0	$0	
Install Guard Rails Around Roof Hatch	1	Allowance	$5,400	$0	$0	
Windows						
Replace Exterior Window Systems	1	Allowance	$324,000	$0	$0	
Re-caulk Windows	1	Allowance	$91,800	$0	$0	
Exterior Walls						
Re-Caulk Expansion Joints	1	Allowance	$16,200	$0	$0	
Tuckpointing	1	Allowance	$81,000	$0	$0	
Exterior Doors						
Overhead Door Replacement	2	EA	$24,192	$0	$0	
BUILDING ENVELOPE SUBTOTAL			**$542,592**	**$0**	**$0**	**$542,592**

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Program Area	Quantity Per Unit	Unit	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
3.0 INTERIOR/FINISHES						
Interior Doors & Hardware						
Replace Interior Doors & Hardware	240	EA	$1,036,800	$0	$0	
Walls & Partitions						
Replace Fabric Wall Panels in Line Up Room	1	Allowance	$16,200	$0	$0	
Ceilings						
Remove Existing & Install New Acoustic Tile Ceiling	60,000	SF	$550,800	$0	$0	
Flooring						
Remove & Replace Flooring - Carpet	30,000	SF	$108,540	$141,102	$0	
Remove & Replace VCT Flooring with LVT	30,000	SF	$0	$379,080	$0	
Remove & Replace Carpet- Training Room	1	Allowance	$54,000	$0	$0	
New Tile At Old Lobby Entrance	1	Allowance	$5,400	$0	$0	
Windows						
Remove & Replace Window Treatments	1	Allowance	$0	$0	$95,904	
Paint						
Paint - Basement	1	Allowance	$81,000	$0	$0	
Paint - Interior	59,540	SF	$0	$125,391	$0	
Paint Structural Steel in Carports	1	Allowance	$64,800	$0	$0	
Paint Basement	1	Allowance	$0	$0	$0	
Signage						
Replace Interior Signage	59,540	SF	$0	$33,438	$0	
Restrooms						
Renovate Toilet Rooms	8	EA	$432,000	$0	$0	
Casework & Countertops						
Replace Misc. Casework/Millwork	1	Allowance	$21,600	$0	$31,968	
Other						
Elevator Cab Upgrade	1	Allowance	$0	$84,240	$0	
Renovate Various Locker Rooms	1	Allowance	$1,080,000	$0	$0	
Renovate Cafeteria / Lounge (In Process)	1	Allowance	$10,800	$0	$0	
INTERIOR/FINISHES SUBTOTAL			**$3,461,940**	**$763,251**	**$127,872**	**$4,353,063**

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Program Area	Quantity Per Unit	Unit	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
4.0 PLUMBING SYSTEMS						
Fire Protection						
New Fire Suppression System	40,000	SF	$216,000	$0	$0	
Equipment & Fixtures						
Existing Lochinvar Hot Water Heater, Serial # 102522081, 2015	1	EA	$0	$11,232	$0	
Existing Lochinvar Hot Water Heater, Serial # AB4230360, 2004- Replaced 2022	1	EA	$0	$0	$0	
Existing Lochinvar Hot Water Heater, Serial # AB4258516, 2004- Replaced 2022	1	EA	$0	$0	$0	
Existing Lochinvar Hot Water Heater, Serial # 1243A006858, 2012	1	EA	$8,640	$0	$0	
Provide Bottle Filler Drinking Fountains	6	EA	$43,546	$0	$0	
Piping		0	$0	$0	$0	
Replace Piping, Valves & Unions	1	Allowance	$0	$0	$39,960	
PLUMBING SYSTEMS SUBTOTAL			**$268,186**	**$11,232**	**$39,960**	**$319,378**
5.0 HVAC SYSTEMS						
Equipment						
Existing Lochinvar Boiler, 2009	1	EA	$0	$0	$0	
Existing Lochinvar Boiler, Serial # I09H00221808, 2009	1	EA	$0	$0	$0	
Existing Carrier Roof Top Unit, Serial # 2496G21157, 1996 (In Process)	1	EA	$27,000	$0	$0	
Existing Trane Roof Top Unit, Serial # C13H04967, 2013	1	EA	$0	$0	$39,960	
Existing Liebert Condensing Unit, Serial # 0739C03857, 2007	1	EA	$0	$0	$39,960	
Existing Liebert Condensing Unit, Serial # 0112C46261, 2001	1	EA	$0	$0	$39,960	
Existing Carrier Air Handling Unit, Serial # 2213U21703, 2021		EA	$0	$0	$0	
Existing Trane Chiller, Serial # J98H82634, 1998	1	EA	$108,000	$0	$0	
Existing Fujitsu Split System, Serial # BWB 000063, 2017	1	EA	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # BWP 000546, 2016	1	EA	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # QVA 017109, 2019	1	EA	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # QVN 012696, 2019	1	EA	$0	$0	$22,378	
Piping						
Replace Piping, Valves & Unions	1	Allowance	$0	$0	$39,960	
Other HVAC						
Air and Water Balance	59,540	SF	$0	$0	$28,551	
Commissioning	59,540	SF	$0	$0	$19,034	
Temperature Controls	59,540	SF	$0	$0	$266,472	
HVAC SYSTEMS SUBTOTAL			**$135,000**	**$0**	**$584,890**	**$719,890**

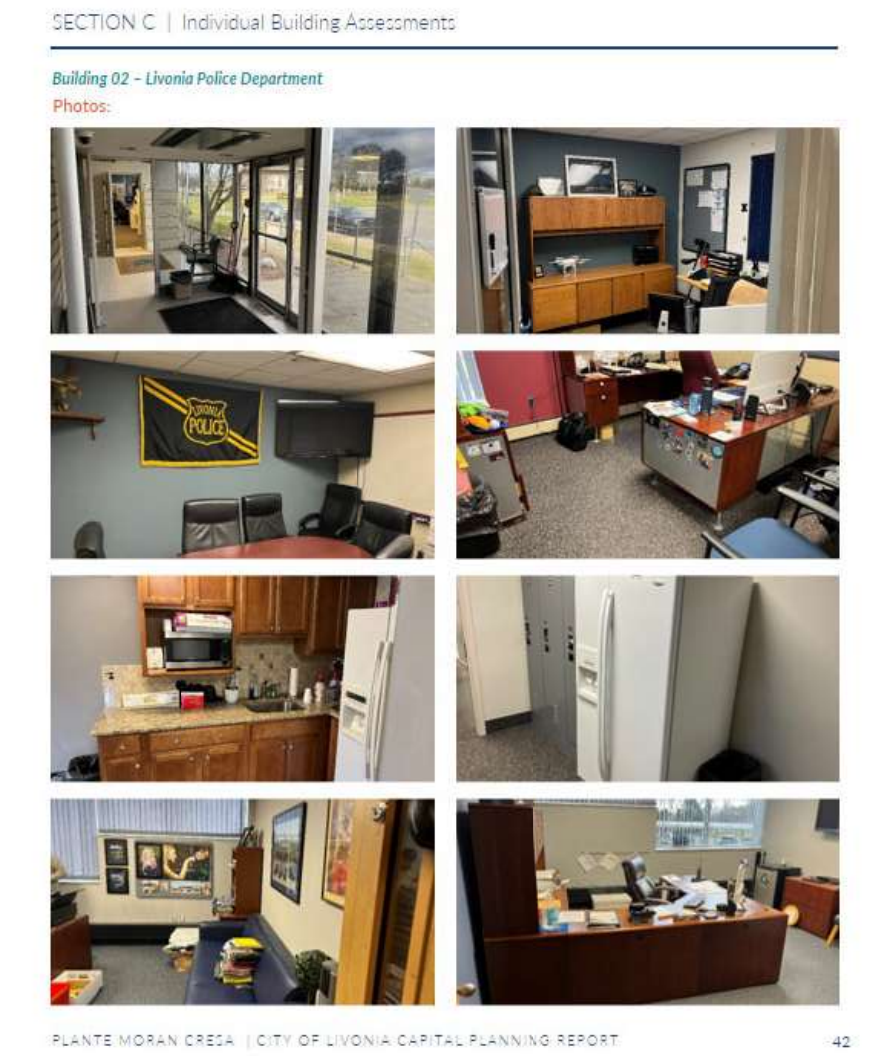
Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Program Area	Quantity Per Unit	Unit	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
6.0 ELECTRICAL SYSTEMS						
Power						
Power for IT Equipment & Upgrades	1	Allowance	$21,600	$0	$0	
Replace Existing Electrical Panels	1	Allowance	$0	$0	$79,920	
Power for new HVAC	1	Allowance	$60,480	$0	$89,510	
Miscellaneous Power Allowance	59,540	SF	$25,721	$0	$0	
Panel Capacity Investigations and Re-tagging	1	Allowance	$18,144	$0	$0	
Lighting						
Replace Lighting with LED's (New OS, Switching, etc.)	59,540	SF	$469,413	$0	$0	
Replace Exterior Wall Packs	12	EA	$10,886	$0	$0	
Fire Alarm System						
Adjustments to Fire Alarm System	1	Allowance	$0	$0	$17,902	
Other						
Replace PA System	1	Allowance	$108,000	$0	$0	
ELECTRICAL SYSTEMS SUBTOTAL			**$714,245**	**$0**	**$187,332**	**$901,578**
7.0 SECURITY						
Security						
Security Allowance - Cameras / Surveillance	1	Allowance	$0	$0	$119,880	
Security Allowance - Access Controls	1	Allowance	$0	$0	$119,880	
Security Allowance	1	Allowance	$36,000	$46,800	$53,280	
SECURITY SYSTEMS SUBTOTAL			**$36,000**	**$46,800**	**$293,040**	**$375,840**
8.0 ABATEMENT						
Abatement						
Abatement Allowance	1	Allowance	$540,000	$0	$0	
ABATEMENT SUBTOTAL			**$540,000**	**$0**	**$0**	**$540,000**
9.0 FURNITURE & EQUIPMENT						
General Furniture						
FFE Allowance	1	Allowance	$151,200	$0	$223,776	
Other						
Replace Jail Metal Benches/Cots	1	Allowance	$81,000	$0	$0	
FURNITURE & EQUIPMENT SUBTOTAL			**$232,200**	**$0**	**$223,776**	**$455,976**

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Program Area	Quantity Per Unit	Unit	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
10.0 TECHNOLOGY						
Technology						
Primary Dispatch Center - 2020		EA	$0	$0	$0	
Primary Dispatch Center Equipment - 2021		EA	$0	$0	$0	
Laptop/Desktop Replacement (Every 5 Years) $2,400/Each		EA	$0	$0	$0	
TECHNOLOGY SUBTOTAL			$0	$0	$0	$0
SOFT COSTS						
Building Infrastructure Improvement Total:			$6,380,091	$2,524,166	$1,456,870	
Project Contingency:	10.00%		$614,789	$252,417	$123,309	$990,515
Permits, Testing & Printing:	2.50%		$169,067	$69,415	$33,910	$272,392
Professional Fees & Costs:	9.00%		$680,004	$279,192	$136,390	$1,095,586
Construction Manager Fee & Costs:	9.00%		$623,857	$256,140	$125,128	$1,005,125
PROJECT TOTAL			$8,467,808	$3,381,330	$1,875,608	

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station



SECTION C | Individual Building Assessments

Building 02 – Livonia Police Department

Photos:

PLANTE MORAN CRESA | CITY OF LIVONIA CAPITAL PLANNING REPORT 42

Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station

Building 02 – Livonia Police Department

Photos:











Building 02 – Livonia Police Department

Photos:

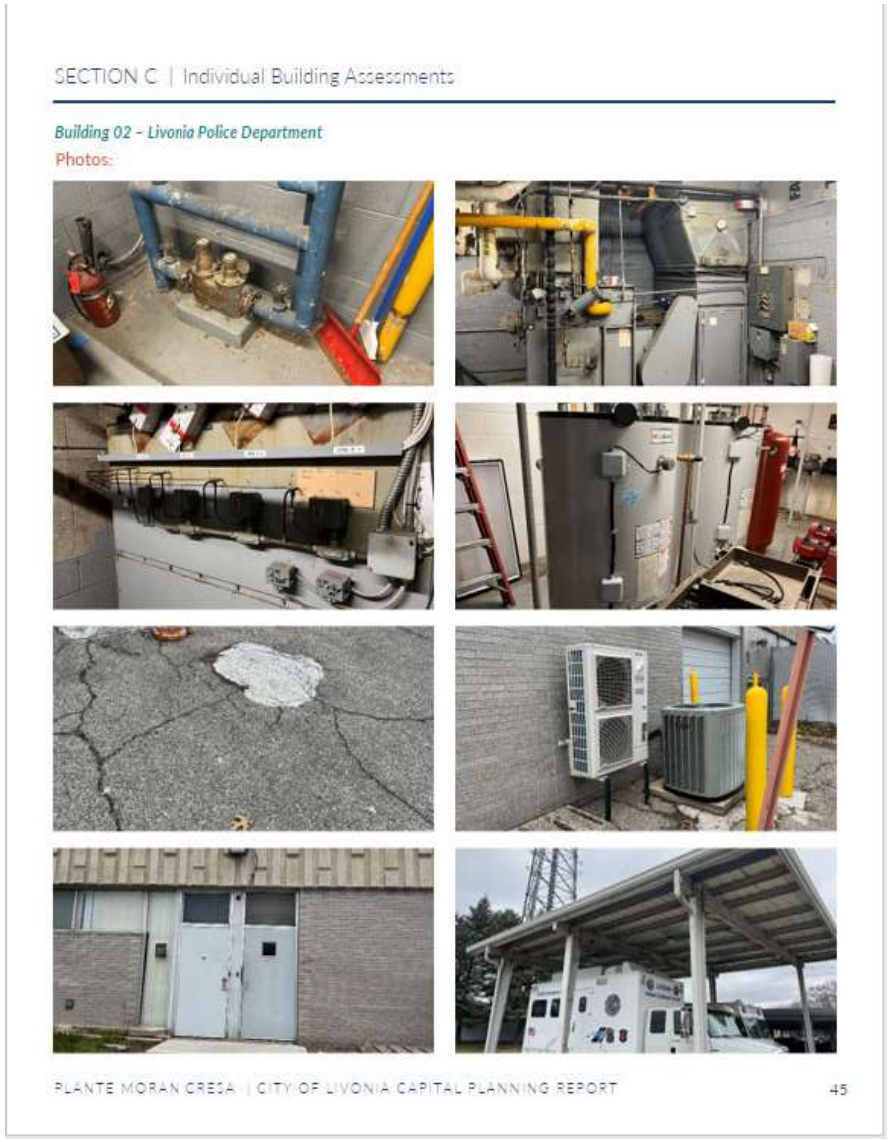


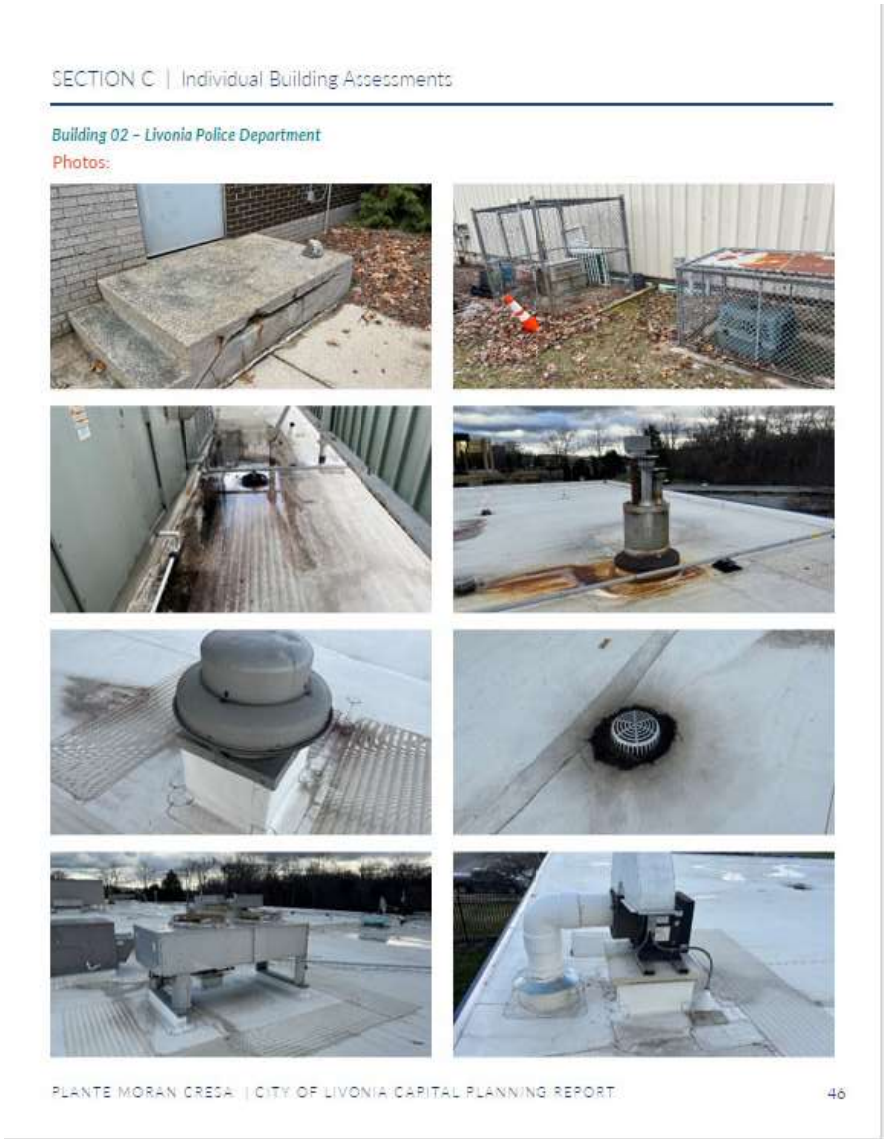







Preliminary Findings + Recommendations
Facility Condition Assessment – Police Station





Preliminary Findings + Recommendations

Note:

- The following recommendations are based on PMC's preliminary findings from the Facility Condition Assessment and Space Needs Assessment, as well as the Vision 21 Master Plan.
- PMC recommends the COL obtain the following additional information for consideration:
  - Detailed space and site programs for each facility
  - Highest and best use report
  - Operational cost report
  - Market analysis
  - Library strategic plan

Preliminary Findings + Recommendations
Space Needs Assessment - City Hall

Preliminary Findings

- Current facility is approximately 45 years old
- Many of the existing building systems have reached the end of their useful life
- Critical Need (1-3 Years) = $12M and Deferrable Maintenance (4-6 Years) = $7.5M
- Inefficient floor plates and excessive volume
- Opportunity to reduce required square footage by approximately 7,600 square feet
- Opportunity to reduce operations and maintenance costs
- Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan

Recommendations

- Based on our preliminary findings; PMC recommends the City of Livonia consider relocating City Hall to a new facility.

Preliminary Findings + Recommendations
Space Needs Assessment - Police Station

Preliminary Findings

- Current facility is approximately 61 years old (original building) and 36 years old (addition)
- Many of the existing building systems have reached the end of their useful life
- Critical Need (1-3 Years) = $8.4M and Deferrable Maintenance (4-6 Years) = $3.3M
- Inefficient floor plate
- Lack of natural daylight
- Lack of gun range and Virtra Simulation Room
- Opportunity to reduce required square footage by approximately 6,000 square feet
- Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan

Recommendations

- Based on our preliminary findings; PMC recommends the City of Livonia consider relocating Police Department to a new facility or consider a major renovation to the existing facility.

Preliminary Findings + Recommendations
Space Needs Assessment - Fire Station

Preliminary Findings

- Current facility is approximately 55 years old (original building) and 4 years old (addition)
- Many of the existing building systems have reached the end of their useful life
- Critical Need (1-3 Years) = $1.3M and Deferrable Maintenance (4-6 Years) = $900K
- Opportunity to reduce required square footage by approximately 2,400 square feet
- Current building aesthetic does not reflect modern fire station design standards

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider relocating Fire Station No. 1 to a new facility or consider a major renovation to the existing facility.

Preliminary Findings + Recommendations
Space Needs Assessment - Senior Center/Community Transit

Preliminary Findings

- Current facility is approximately 58 years old (original building), 38 Years old (lobby renovation) and 21 years old (office renovation)
- Many of the existing building systems have reached the end of their useful life
- Critical Need (1-3 Years) = $5.8M and Deferrable Maintenance (4-6 Years) = $650K
- Inefficient floor plan
- Parking lot safety issues
- Lack of conference/flex space
- Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan

Recommendations

- Based on our preliminary findings; PMC recommends the City of Livonia consider relocating the Senior Center/Community Transit to a new facility.

Preliminary Findings + Recommendations
Space Needs Assessment - Recreation Center

Preliminary Findings

- Current facility is approximately 19 years old
- Critical Need (1-3 Years) = $2.6M and Deferrable Maintenance (4-6 Years) = $10.9M
- Some areas are underutilized, while others are overutilized

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider renovating the Recreation Center to include the following:
  - Converting the existing Concession/Vending area to a Teen Zone
  - Reconfigure the Entry Lobby and Reception area to improve member/public access and security.
  - Repurposing the underutilized spectator gallery to accommodate programs that are in high demand (fitness, aerobics, multi-purpose, etc.)
  - Critical CIP needs

Preliminary Findings + Recommendations
Space Needs Assessment - Housing Commission

Preliminary Findings

- Current facility is approximately 56 years old
- Many of the existing building systems have reached the end of their useful life
- Critical Need (1-3 Years) = $850K and Deferrable Maintenance (4-6 Years) = $170K
- Opportunity to reduce required square footage by approximately 3,800 square feet

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider consolidating the Housing Commission with the new City Hall facility.

Preliminary Findings + Recommendations
Space Needs Assessment - Civic Center Library

Preliminary Findings

- Current facility is approximately 35 years old
- Many of the existing building systems are reaching the end of their useful life
- Critical Need (1-3 Years) = $6.3M and Deferrable Maintenance (4-6 Years) = $4.9M

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider renovating the Civic Center Library to create a more efficient layout that addresses the deficiencies identified in the SNA and consolidates the services/programs currently housed at Carl Sandburg Library.

Preliminary Findings + Recommendations
Space Needs Assessment - Carl Sandburg Branch Library

Preliminary Findings

- Current facility is approximately 61 years old
- Many of the existing building systems are reaching the end of their useful life
- Critical Need (1-3 Years) = $1.7M and Deferrable Maintenance (4-6 Years) = $800K

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider consolidating the Carl Sandburg Library with the Civic Center Library.

Preliminary Findings + Recommendations
Space Needs Assessment - Alfred Noble Branch Library

Preliminary Findings

- Current facility is approximately 55 years old
- Many of the existing building systems are reaching the end of their useful life
- Critical Need (1-3 Years) = $350K (demolition only)

Recommendations

- Based on our preliminary findings, PMC recommends the City of Livonia consider demolishing the Alfred Noble Library.

Next Steps

- Consider PMC's recommendations for relocation of certain facilities with development of a detailed space/site program for each.
- Implement recommended critical needs capital improvements for remaining facilities
- Proceed with PMREIA Phase 2 scope including highest & best use analysis and development strategy

LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
January 23, 2023

MEETING DATE	PREPARED BY
COI030123/R031323	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

CR 02-23 Subject matter of the 2022 Facility Condition Assessment and Space Needs Assessment.

BACKGROUND

#002-23 RESOLVED, that upon the motion by Councilmember Brandon McCullough, seconded by Councilmember Rob Donovic, at the Regular Meeting held January 18, 2023, the Council does hereby refer the “2022 Facility Condition Assessment and Space Needs Assessment” to the Capital Outlay and Infrastructure Committee for further discussion.

RECOMMENDATION

To discuss item as presented.

FISCAL CONSIDERATION

ATTACHMENTS

1. COI022223 LTC Space Needs and Cap Plan Svcs Report
2. R011823 Subject matter of Space Needs Assessment to COI CR 02-23
3. S013122 Space Needs Assessment Documents
4. R021622 Approval of engineering svcs for Space Needs Assess and Cap Planning CR 51-22
5. 20221119_COL_FCA and SNA_Preliminary Findings-FINAL
6. 20221119_COL_Facility Condition Assessment-FINAL
7. 20221119_COL_Space Needs Assessment-FINAL

APPROVED BY

On a motion by Councilmember McCullough, supported by Councilmember Donovic and unanimously adopted, it was:

#002-23 RESOLVED, that upon the motion by Councilmember Brandon McCullough, seconded by Councilmember Rob Donovic, at the Regular Meeting held January 18, 2023, the Council does hereby refer the "2022 Facility Condition Assessment and Space Needs Assessment" to the Capital Outlay and Infrastructure Committee for further discussion.

ITEM REQUESTED BY COUNCIL (Regular Meeting of January 18, 2023)

Motion:	**McCullough**
Second:	**Donovic**
Ayes:	**Bahr, Donovic, Morgan, McCullough, McIntyre, Jolly**
Nays:	**None**
Absent:	**Toy**

Meeting was called to order at 8:00 p.m. by President Jim Jolly. Present: Rob Donovic, Scott Morgan, Brandon McCullough, Kathleen McIntyre, Scott Bahr and President Jim Jolly. Absent: Vice President Laura Toy

12. AWARD OF CONTRACT: Department of Public Works; re: with Plante Moran Cresa, LLC, to provide professional engineering services for Space Needs Assessments and Capital Planning; from budgeted funds.

    Dave Varga, Chief of Staff, presented the request to Council. He explained that this assessment was something that Council and the Community have asked for and was identified in the Livonia 21 Master Plan. They have met with officials from Livonia Public Schools, sharing key role that Plante Moran Cresa (PMC) played in developing their facilities. Brandon McCullough asked if this was procured or if PMC is on a rotating list of companies that offer professional services. Jacob Rushlow, Assistant Director of Public Works, responded that PMC is not currently and will be addressed later in the presentation. Rob Donovic noted the list of different capital planning services, asking if the buildings were in chronological order. Jacob stated the buildings are listed to identify all of the buildings. They are not in chronological order; they will be done at the same time.

    Scott Bahr noted this was discussed at length during the budget process last year. He referred to the buildings previously spoken about, noting that each Department Heads at each building will have a handle on what the needs of the buildings are. He asked to differentiate what is being done here from the normal activity. Jacob stated PMC would perform a needs assessment for space in each building, assess how Department Heads and key staff work within their facility and assess the condition of each building. This will create a life cycle analysis of the needs for each building. Jacob stated that recommendations to prioritize improvements will be provided in the report for each building along with budget considerations. Jacob introduced PMC to the podium.

    Andrew Fountain, 5938 Oakland Valley Drive, Oakland Township, provided background information on working with the school district, along with neighboring communities. Brandon McCullough referred to the Capital Improvement Plan, asking if it was part of Phase 1 or Phase 2. Andrew responded that the Space Needs Assessment and the Capital Improvement Plan are both in Phase 1. Brandon asked if what was under the due diligence were not included. Andrew stated that after reviewing historical information, if there were services that require any of those items, they would make recommendations to enter a contract to procure those services. Brandon asked if they would be making recommendations on new construction. Andrew responded that recommendations would be provided for each facility. Brandon asked upon approval, they are looking at three months. Andrew

clarified with a duration of four months.

Rob Donovic referred to Phase 2 services not having fees and questioned if this was the normal process. Andrew responded that the results from Phase 1 analysis will drive the scope of Phase 2. If the City wanted to activate Phase 2 services, they would create a fee and scope that matches Phase 1. Scott Bahr offered an approve resolution for the Consent agenda. Brandon McCullough asked about the procurement of this project, as he referred to earlier on this item. Jacob Rushlow responded that PMC services are a unique combination of services that they won't be able to find under roof, it would be a combination of different companies. Brandon stated that he is on the fence about not procuring the services and would like this item to be on the Regular agenda.

Jim Jolly stated that PMC provided work for the building of the new courthouse approximately ten (10) years ago and would like to hear about our experience in working with them. He noted that Mike Slater, Finance Director was there and could give detail on that project. Mike Slater agreed that PMC was the advisor on the new district court. He stated they provided excellent service on the project; they were on time and within budget. His experience was very favorable. He spoke that in the Finance ordinance, one of the exceptions for waiving sealed bids is the procurement of professional services. This is an existing exemption that Council has the opportunity to use for the procurement of this type of service.

DIRECTION: APPROVING REGULAR

LETTER TO THE LIVONIA CITY COUNCIL

17.

DPW
February 1, 2022

MEETING DATE	PREPARED BY
Study Meeting of January 31, 2022	Lori Miller, Deputy City Clerk,

AGENDA ITEM

AWARD OF CONTRACT: Department of Public Works; re: with Plante Moran Cresa, LLC, to provide professional engineering services for Space Needs Assessments and Capital Planning; from budgeted funds.

BACKGROUND

Over the past few months, the DPW, Planning & Economic Development, Parks & Recreation, Inspection, Finance, and the Mayor's Office have been collaborating with the goal of continued progress toward priorities set by the community in the Livonia Vision 21 master plan. With a focus on the Civic Center campus, the team realized the first step towards responsible capital planning for facility improvements begins with knowing what you have and how it's being used. A space needs assessment is proposed to be conducted for multiple building facilities including city hall, police and fire, library, senior center, rec center, housing, and community transit. This assessment will analyze available building space, utilization, capacity, departmental operations, and future objectives. Recommendations to prioritize improvement opportunities will be provided for each along with associated budget considerations. With the assessment complete, a capital improvement plan will be developed that will categorize the areas of need by critical, deferred maintenance, and enhancement in alignment with funding availability.

In order to assist the City with this endeavor, we have conferred with team members from Plante Moran Cresa (PMC). We believe that PMC can offer a unique combination of services not found by any other single planning firm in Southeast Michigan. Their approach to real estate consulting and program management services will truly guide the City with strategic, financial, and mission-driven decisions during capital project planning. They come with vast experience in relevant public/governmental sectors, including providing ongoing services as program manager for the Livonia Public Schools since 2012.

The detailed proposal and scope of services from PMC is attached.

RECOMMENDATION

It is respectfully requested that City council authorize the Mayor and City Clerk to execute an agreement for professional services with Plante Moran Cresa, LLC, 3000 Town Center, Suite 100, Southfield, MI 48075 for Space Needs and Capital Planning for an amount not to exceed $120,000.00 from budgeted funds.

FISCAL CONSIDERATION

Budgeted funds in the amount of $120,000.00 are available in account no. 418-000-813-000, Building Improvement Fund – Professional Services.

ATTACHMENTS

1. Plante Moran - Capital Planning and Space Needs Assessment EL 011822
2. Plante Moran - Cover letter

APPROVED BY



Date: January 21, 2022

Jacob Rushlow, P.E., Assistant Director of Public Works



Date: January 21, 2022

Donald Rohraff, Director of Public Works



Date: January 21, 2022

Michael Slater, Finance Director



Date: January 21, 2022

Maureen Miller Brosnan, Mayor

plante moran cresa
Real Estate Consultants

Plante Moran Cresa, LLC
3000 Town Center, Suite 100
Southfield, MI 48075
Tel: 248.223.3500 | Fax: 248.223.3150
pmcresa.com

January 18, 2022

VIA EMAIL TO: jrushlow@livonia.gov

Mr. Jacob Rushlow, P.E.
Assistant Director or Public Works
City of Livonia
12973 Farmington Rd.
Livonia, MI 48150

RE: Proposal for Space Needs and Capital Planning Services For City of Livonia

Dear Mr. Rushlow:

Thank you for the opportunity to allow Plante & Moran Cresa, L.L.C. (**"PMC"**) to present this proposal to provide the Space Needs and Capital Planning Services outlined in this letter (the **"Services"**) to City of Livonia (**"COL"**). PMC agrees on behalf of itself and each of its employees that no such person or entity shall represent the products or services of any related architect, engineer, property owner, landlord, contractor, or vendor.

ENGAGEMENT

It is our understanding that the engagement generally will involve providing Phase 1 - Space Needs and Capital Planning services for the City of Livonia Civic Center (the **"Project"**). Following the completion of Phase 1 Services, this engagement may be amended, at COL's discretion, for PMC to provide Phase 2 Services set forth herein.

Phase 1 - Space Needs and Capital Planning Services to be provided by PMC for this engagement are more particularly described in the Scope of Services attached as Exhibit A (the **"Services"**) and will be performed subject to the Terms and Conditions attached as Exhibit B.

In preparing this proposal, PMC has made the following key assumptions regarding this engagement. These key assumptions have been relied upon by PMC in determining the required Scope of Services designated on Exhibit A, PMC's compensation for its Services, and the terms of this engagement:

Project Related Assumptions:

- The Project's anticipated duration is four (4) months
- The Services will include Capital Planning Services of the following locations:
    - Livonia City Hall – 33000 Civic Center Dr. Livonia MI 48154
    - Livonia Police Department – 15050 Farmington Rd. Livonia MI 48154
    - Livonia City Fire Department - 14910 Farmington Rd. Livonia MI 48154
    - Livonia Civic Center Library – 32777 Five Mile Rd. Livonia MI 48154
    - Livonia Civic Center Park Senior Center – 15218 Farmington Rd. MI 48154

  - Jack E. Kirksey Livonia Community Recreation Center – 15100 Hubbard St. Livonia MI 48154
  - Livonia Housing Commission – 10800 Farmington Rd. Livonia MI 48150
  - Livonia Community Transit – 15218 Farmington Rd. Livonia MI 48154
  - Carl Sandburg Library – 30100 W. Seven Mile Rd. Livonia MI 48152
  - Alfred Noble Branch Library – 32901 Plymouth Rd. Livonia MI 48150
- Any alternations, building additions, or new facilities shall be constructed of normal, durable, and readily available materials, as used in the construction of similar facilities
- COL will provide PMC with all available building and site drawings, previous reports, assessments, equipment/building repair, replacement information and any other pertinent information
- COL will provide a single point of contact that is authorized to make timely decisions on behalf of COL for the services
- The funding source for the Services will be determined by COL which will be communicated to PMC in writing along with any associated funding related requirements.
- Plante Moran Real Estate Investment Advisors, L.L.C (**"PMREIA"**) will provide Phase 2 services, upon authorization by COL, as a sub-consultant to PMC.
- The current and potential future impacts of COVID-19 to PMC's Services are unknown and difficult for PMC or COL to anticipate and plan for. If COVID-19, or other circumstances beyond PMC's control, impact PMC's ability to travel, conduct in-person or onsite activities, or otherwise deliver its Services, PMC and COL shall work together in good faith to mitigate the impacts to PMC's services and PMC shall not be deemed in breach of the agreement.

COMPENSATION

PMC will be compensated by COL for its Services in accordance with the payment terms in Exhibit B as follows:

> **Phase 1 Services - Fixed Fee -** COL shall pay PMC a fixed fee of One Hundred Twenty Thousand and Dollars and zero cents ($120,00000), payable in equal monthly installments of Thirty Thousand Dollars and zero cents ($30,000.00);
>
> **Phase 2 Services -** COL and PMC may amend this agreement for PMC to perform Phase 2 Services, upon authorization by COL. COL and PMC will work together to establish a mutually agreeable fee and duration for Phase 2 services.

ACCEPTANCE & TERM

To accept this proposal including the terms of this letter and Exhibits A and B attached hereto, please sign below and return it to me. Upon execution, this proposal (including Exhibits A and B) will become a binding agreement (the **"Agreement"**) between COL and PMC.

This Agreement is effective, and PMC's Services will commence as of the Agreement's execution. The term of the Agreement shall continue for four (4) months from the effective date of the Agreement. Should you have any questions please contact me at 248-603-5088.

Sincerely,
PLANTE & MORAN CRESA, L.L.C.

Greg VanKirk
Partner

Andy Fountain
Vice President

We accept this proposal, including Exhibits A and B attached hereto, which sets forth the entire Agreement between COL and PMC for the Services specified herein. We acknowledge that such acceptance creates a binding agreement between COL and PMC.

Accepted and Agreed:
CITY OF LIVONIA

_____ /_____
By: Mayor Maureen Miller Brosnan Date
Its: Mayor City of Livonia

_____ /_____
By: Ms. Susan M. Nash Date
Its: City Clerk

_____ /_____
By: Paul Bernier Date
Its: Legal Counsel

_____ /_____
By: Mr. Michael Slater Date
Its: Finance Department Head

Exhibit A
Scope of Services

Upon execution of PMC's proposal dated January 18, 2022, this Exhibit A shall be incorporated into the Agreement between Plante & Moran Cresa, L.L.C. (**"PMC"**) and City of Livonia (**"COL"**). PMC shall provide to COL, in accordance with the terms and conditions set forth in Exhibit B, its Services comprised of the following:

Phase 1: PMC shall provide Space Needs Assessment and Capital Planning Services to COL upon execution of the initial engagement. PMC's Space Needs Assessment and Capital Planning Services may be comprised of the following:

Space Needs Assessment Services:

1. **Review of Previous Reports:** Reviewing previous reports provided by COL relative to COL's facilities. PMC will meet with COL staff to identify all reliable sources of existing data such as facility inventory lists, plans, maps, studies, etc. If available, existing studies, reports, and plans will be provided to PMC for use in completing the scope of work.

2. **Determine Space Needs:** The activities constituting PMC's Space Needs services may be comprised of the following:

    I. Conduct tours of COL's facilities and associated sites;
    II. Assistance developing and distributing user/occupant surveys;
    III. Conducting clarification interviews;
    IV. Assisting in the development of workplace standards;
    V. Assisting in defining expansion and contraction requirements;
    VI. Assisting in identifying preferred adjacency requirements;
    VII. Assisting in defining parking and site requirements;
    VIII. Assisting in defining preferred amenities,
    IX. Assisting in determining centralized and decentralized (multiple locations) operation requirements;
    X. Assisting in incorporating current workplace trends; and
    XI. Assisting and advising COL in the review and refinement of space needs and workplace strategy.

3. **Utilization and Capacity Analysis:** Based on the findings from COL's site tour and space needs activities, create a utilization and capacity analysis with corresponding floor plans for COL's facilities illustrating current usage and capacities for COL's consideration.

4. **Preliminary Findings:** Presenting preliminary findings of PMC's Space Needs and Building Utilization and Capacity Analysis at two (2) meeting with COL administration to review department and operational goals and objectives in comparison to current utilization and capacity information, review and prioritize improvement opportunities identified, and finalize preliminary budget findings.

5. **Final Report:** Based on input from COL's administration relative to the preliminary findings and in review of department and operational goals and objectives, provide a final presentation and report to the COL administration, and to City Council at three (3) meetings.

Capital Planning Services:

1. **Capital Assessment:** PMC shall perform a cursory capital assessment through one or more site visits to the Project identified in PMC's proposal as well as review previous reports provided by the COL, and capital needs relative to demolition, renovation, and replacement of like-kind.
2. **Due Diligence:** Assisting COL in reviewing the existing due diligence information including:
    a. Environmental Phase I and Phase II
    b. Baseline environmental assessment
    c. Asbestos/Lead surveys or reports
    d. Survey (ALTA or similar)
    e. Geotechnical reports
    f. Other due diligence reasonably necessary for potential redevelopment or sale

    If due diligence documentation is not available, PMC will assist COL in hiring and coordinating the services of professionals to obtain this information.
3. **Benchmarking:** Conduct benchmarking of current and projected capital projects in relation to market conditions in the greater context of local, regional, and national trends with relation to repurpose, sale, or demolition of the facility/site.
4. **Review of Purchase (or Lease) Agreement:** Assisting COL and its legal counsel with reviewing the purchase (or lease) agreement, and advise on the terms and conditions regarding:
    a. Facility sale
    b. Purchase agreements
    c. Option agreements
    d. Development agreements
5. **Capital Planning Improvement Plan:** Meeting with COL's project committee, administration, andCity council to discuss facility and technology system improvement needs and generate an implementation strategy based on COL's goals and budget. PMC will assist COL in developing a Capital Planning Improvement Plan that will categorize the areas of need/goals by critical,deferred maintenance, and enhancement in alignment with funding opportunities. PMC will assist COL to review asset management programs to be utilized as a repository of findings for the Capital Planning Improvement Plan.
6. **Preliminary Findings:** Presenting preliminary findings of PMC's assessment and analysis at two (2) COL administration meetings to review goals and objectives in comparison to current and projected capital and operations and review and prioritize improvement opportunities identified in relation to preliminary budget findings.
7. **Final Report:** Based on input from COL administration relative to the preliminary findings and in review of goals and objectives, provide a final presentation and report to the COL administration,and if requested, at three (3) COL City council meetings.

Phase 2: COL and PMC may amend the Agreement for PMC to provide Phase 2 services. PMC shall have no obligation to provide Phase 2 Services unless and until the Agreement is amended accordingly. Phase

2 Services shall be performed by PMREIA as a sub-consultant to PMC. PMREIA's Phase 2 Services may be comprised of the following:

The following key assumptions have been made by PMREIA In preparing this scope of work, which have been relied upon by PMREIA in determining the Services, PMREIA's compensation, and the terms of this Agreement.

- COL will create a steering committee with whom PMREIA will work pursuant to the Scope of Services
- COL will provide key relevant information to PMRIEA including:
  - Title work
  - Survey
  - Topographic survey
  - Environmental Reports
  - Soils reports
  - Utility plans, incl. availability and capacity
  - Programming requirements for public spaces
  - Relevant planning studies for each site

Deliverables/Meetings: At the completion of this assignment, PMREIA will provide COL a final report to summarize findings, the analysis, and recommendations. During the completion of the below scope of work, PMREIA will meet a total of three (3) times with the City selected steering committee to provide them with updates and to obtain guidance. Additionally, PMREIA will attend a meeting with the City Council to discuss the report and its findings.

Highest & Best Use Analysis – PMREIA will perform a real estate analysis utilizing both previously collected and current data to assess the property:

i. Area Assessment - Conduct a thorough walk-through of the subject properties/land and surrounding area(s) to understand their physical characteristics and current market uses that will influence redevelopment.

ii. Due Diligence – Review of property due diligence reports to understand zoning, master planning, visibility/access, title /survey issues, utility capacity, wetlands/woodlands, traffic counts, eligibility for incentives and environmental (as reports are available). To supplement the aforementioned, interviews with City engineering, planning, and zoning personnel will be conducted as warranted.

iii. Market Analysis – Assess current market conditions, trends, and market development pipeline to aid in key analysis assumptions such as property values, lease/rental rates, vacancy rates, absorption rates and construction costs. Analysis includes assessing the competitive market set/supply for all asset classes based on in-depth market knowledge, coupled with database

sources and key market data. Market data will also be gathered through networking with brokerage, real estate investor/owners and the development community within the market area.

Development Strategy – PMREIA will test various uses to determine feasibility and suggest approaches for redevelopment:

i. Financial Analysis: Consolidate the financial and market data assumptions from the highest and best use into a high-level financial pro-forma to determine the financial viability of the proposed program. The financial proforma will include sources/uses, cash flow schedules, financing scenarios and key return metrics. The analysis may identify potential economic "gaps" in the sources of capital projected.

ii. Development Approach: Assess/analyze possible development approach scenarios, dependent on programming and market analysis, including joint ventures or ground leases under a public/private partnership structure. The approaches will suggest tools or alternate development options that mitigate any economic gaps forecasted in the Financial Analysis. In anticipation of an RFP/RFQ, an RFI (request for information) may be formally or informally conducted to validate conceptual approaches and or enhance those identified in the analysis.

End of Exhibit A

Exhibit B
Terms & Conditions

Upon execution of PMC's proposal dated January 18, 2022, this Exhibit B shall be incorporated into the Agreement between Plante & Moran Cresa, L.L.C. (**"PMC"**) and City of Livonia (**"COL"**).

1. PMC's SERVICES:

1.1. PMC's services (the **"Services"**) include the consulting services designated on Exhibit A to the Agreement and additional services, if any, performed by PMC in connection with its engagement under the Agreement. PMC shall perform the Services in accordance with the Terms and Conditions in this Exhibit B.

1.2. PMC and COL acknowledge that PMC shall have no authority, express or implied, to enter into written or oral agreements on behalf of COL, to take any other actions with respect to COL's project or the business affairs of COL, or to commit or otherwise obligate COL in any manner whatsoever, without the prior written approval of COL. The Services provided by PMC are inherently advisory in nature. PMC shall have no responsibility for management decisions or management functions.

2. COL RESPONSIBILITIES:

2.1. COL shall designate Jacob Rushlow, Assistant Director of Public Works and Mark Taormina, Planning and Economic Development Director as qualified representatives with industry knowledge and authority to act on COL's behalf to be the contact person for purposes of the communications between COL and PMC regarding PMC's Services. These individuals will oversee the performance of the services identified in Exhibit B, including evaluating the adequacy of and accepting responsibility for the results of the services.

2.2. COL shall provide full information to PMC regarding COL's requirements as necessary for the performance of PMC's Services.

2.3. COL shall provide information, review documents provided by PMC, and render decisions relating to PMC's Services on a timely basis so as not to delay the performance of PMC's Services.

2.4. COL shall engage third parties to provide services, including by way of example, surveyors, testing consultants, architects, engineers, attorneys, and risk management consultants, as reasonably required for the performance of PMC's Services.

2.5. COL shall obtain all permits required for its use and operation of the project, facilities, and systems which are the subject of this engagement, including, by way of example, air and water discharge permits for operation of manufacturing process equipment.

2.6. COL represents that it has, or will obtain, adequate financing for the Project which is the subject of this engagement and that the required funds will be available on a timely basis. COL acknowledges that COL 's failure to timely provide necessary funds as required may adversely affect the Project's cost and schedule.

2.7. COL shall pay PMC for Services in accordance with the payment terms in the Agreement and these Terms and Conditions. For Services rendered, these rights and obligations shall survive the Agreement's termination or expiration.

2.8. COL agrees to report promptly in writing to PMC any default or defect in PMC's services or non-conformance with any provision of this agreement.

2.9. COL agrees during the term of this Agreement and for the period of one year after its completion or termination not to solicit for employment, on behalf of COL or any other entity, any PMC staff member or members working on the engagement under this Agreement, including former PMC staff members. COL acknowledges that PMC will incur substantial loss and damage if any of PMC's personnel terminate their employment with PMC to accept employment with COL or another entity engaged by COL, including without limitation the expense to train such personnel and loss of anticipated revenues. Accordingly, any provisions of this Agreement precluding claims for special, incidental, and consequential damages, or otherwise limiting damages, shall not apply to actions by PMC to enforce this section.

3. PMC'S RESPONSIBILITIES:

3.1. PMC shall perform the Services in accordance with the standard of professional skill and care exercised by other consultants performing similar services under similar circumstances.

3.2. PMC does not warrant or guarantee the outcome of project pro formas, budgets or other financial projections, or any other analysis (collectively "Analysis") developed by PMC for use in connection with its Services. Analysis prepared by PMC represents PMC's professional judgment as a consultant. It is recognized, however, that neither PMC nor COL has control over the cost of labor, materials or equipment, market conditions, contractors' methods of determining bid prices or other competitive bidding or negotiating conditions. PMC cannot and does not warrant or represent that the outcome of bids or negotiated prices will not vary from any project budget proposed, established, or approved by COL, or from any Analysis prepared by PMC.

3.3. PMC shall not be responsible for the failure of engineers, architects, general contractors, subcontractors, vendors, attorneys, or other consultants to carry out their respective duties and obligations to COL. PMC is not responsible for the performance of any party not employed directly by PMC, and PMC is not responsible for the performance of consultants engaged by PMC in connection with PMC's Services under this Agreement.

3.4. PMC's Services do not include professional architectural or engineering services. PMC shall not be responsible for the design of any project, for any errors, omissions or other deficiencies in the construction drawings and specifications for a project, for any other error or omissions of architects or other design professionals, if any, in connection with a project, or for the failure of the construction drawings and specifications for a project to comply with the requirements of COL or COL's landlord or subtenants, or with applicable codes or legal requirements. It shall be the responsibility of COL's architects and engineers, not PMC, to identify building code and other legal requirements pertaining to the design of a project for COL. PMC's Services do not include with respect to any existing or planned building or property the identification or resolution of any life safety issues or the non-compliance with any building code or legal requirements.

3.5. PMC shall not be responsible for construction means, methods, techniques, sequences and procedures, and safety programs and measures employed by contractors or others in the performance of their contracts, and shall not be responsible for the failure of any contractor or supplier to carry out work in accordance with the construction drawings and specifications or any other contract or legal requirements.

3.6. Any acts of PMC in providing consultation, advice and/or recommendations to COL regarding the performance or the default of COL's architect, contractor(s), vendors or other consultant(s), shall not be deemed to be the assumption by PMC of management or control of the architect, contractor(s), vendors or consultants or of COL's project.

3.7. PMC is not an attorney at law, and the Services provided by PMC exclude professional legal services. If the scope of PMC's Services includes assistance with the negotiations of agreements on behalf of COL, such agreements shall be subject to COL's approval. COL shall provide for the review of such agreements by COL's attorneys and insurance consultants as deemed to be appropriate by COL.

3.8. PMC shall not be considered in breach of this Agreement, nor be liable, for any delay or failures in performance resulting from circumstances beyond its reasonable control including, without limitation, acts of God, acts of war or terrorism, shortage or disruption of materials or labor, accidents, epidemic, pandemic, quarantine, natural catastrophe or weather, or government acts or omission. Notwithstanding the foregoing, PMC and COL shall make a good faith effort to mitigate any impacts of such circumstances to PMC's Services.

4. COMPENSATION:

4.1. For the performance of Services, COL shall compensate PMC as provided in the Agreement. Unless provided otherwise in the Agreement, PMC shall submit monthly invoices for Services rendered by PMC to COL. All invoices shall be prepared in accordance with the compensation terms in the Agreement and COL agrees to pay invoices within thirty (30) days after receipt thereof; provided, however, that in the event COL disputes the accuracy for any invoice prepared and presented, payment for the portion which is disputed by COL may be withheld until such dispute is resolved. Time is of the essence with respect to COL's payment obligations hereunder. All billings not in dispute are payable within thirty (30) days of receipt of invoice.

4.2. PMC shall be entitled to additional compensation if any of the following occur: increase in the Scope of Services designated on Exhibit A or other changes in the scope of PMC's Services with prior written approval of COL; change in any of the key assumptions of this engagement listed in the Agreement; change in the time period for performance of PMC's Services; change in the nature of the Services required to be performed, including changes that require more effort or resources of PMC; default of COL's architect, engineers, contractor(s), or other consultants or vendors; delay or interruption in the transaction or project; failure of COL to follow the advice and recommendations of PMC; or failure to provide adequate financing for the Project on a timely basis.

4.3. Should PMC be required to provide evidence, prepare for hearings, evaluate claims, assist in the review or preparation of claims or defenses, or otherwise participate or assist in the resolution of legal disputes either: (i) on behalf of COL or (ii) resulting from PMC's role providing its Services to

COL (unless caused by PMC's gross negligence or intentional misconduct), PMC will be reimbursed on a "Time and Materials" basis, which is defined to mean the numbers of hours of Services performed by PMC's personnel multiplied by PMC's then current standard hourly rates ("Standard Hourly Rates") plus the direct cost incurred by PMC in performance of such services.

4.4. Any taxes or fees, enacted by local, state, or federal government subsequent to the date of this agreement, and based on gross receipts or revenues will be added to the amounts due under this agreement, in accordance with any such fees or taxes.

4.5. The rights and obligations of this Article 4 shall survive the Agreement's termination or expiration.

5. LIMITATION ON LIABILITY:

5.1. In no event shall COL or PMC be liable to the other for special, incidental, or consequential damages, including without limitation, loss of anticipated profits, revenue or use of capital, loss of use of leased spaces, and penalties imposed under the leases, whether based on contract, tort, negligence, strict liability or otherwise; provided, however, that the foregoing shall not limit or preclude a claim of PMC with respect to compensation due to PMC under this Agreement.

5.2. Except for amounts due PMC under this Agreement, either party's liability under this Agreement shall not in any event exceed the amounts of compensation for Services paid to PMC under this Agreement.

5.3. Except for actions to enforce payment to PMC, any claim or cause of action arising under or otherwise relating to this engagement must be filed within one (1) year of the events giving rise to the claim or cause of action.

5.4. The rights and obligations of this Article 5 shall survive the Agreement's termination or expiration.

6. ENVIRONMENTAL CONDITION OF SITE:

6.1. PMC's Services shall not include any services or responsibility (including for the detection, identification, prevention, collection of samples, testing of samples, abatement, or disposal) related to known or unknown Constituents of Concern. Constituents of Concern shall include: (i) asbestos, (ii) petroleum, (iii) radioactive material, (iv) polychlorinated biphenyls (PCBs), (v) hazardous waste, (vi) lead, (vii) any viral, bacterial, or any other organism capable of inducing physical distress, harm, illness, or disease (including but not limited to any fungus, mold, mildew, mycotoxins, spores, or scents) or any byproduct thereof, or (viii) any other substance, product, waste, or other material listed under any other federal, state, or local (meaning any applicable jurisdiction) statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards concerning, any hazardous, toxic, or dangerous waste, substance, or material. The parties further acknowledge that PMC is not, and shall not be considered or required to be, an "owner," "arranger," "operator," "generator," or "transporter" of any Constituents of Concern.

7. MISCELLANEOUS:

7.1. Nothing contained in this Agreement shall create a contractual relationship or a cause of action in favor of a third party against either COL or PMC. The Services performed by PMC under this Agreement are for the sole benefit of COL, and shall not be relied upon by other parties.

7.2. PMC and COL may not assign their rights under this Agreement without the prior written consent of the other.

7.3. PMC shall be entitled to use COL's name, photographs, renderings, narrative descriptions and similar materials relating to PMC's Services in connection with publications, awards, press releases, and marketing materials.

7.4. Provided that COL has paid all amounts due to PMC under this Agreement, COL shall be entitled to use all studies, reports, summaries, cost estimates, budgets, and other documents prepared by PMC in the performance of its Services; provided, however that COL shall not disclose or permit other parties to use such information and documents. PMC shall be entitled to retain copies of such documents for PMC's files. Notwithstanding the foregoing, PMC shall retain all ownership and intellectual property rights in, and COL shall not use or permit the use by others of, all standard contract provisions and modifications, financial analysis programs and similar tools developed by PMC for PMC's use generally and not developed solely for purposes of this engagement.

7.5. Any disputes between COL and PMC relating to PMC's Services or this Agreement shall be governed by the laws of the State of Michigan without giving effect to any choice of law or conflict of law rules or provisions (whether of the State of Michigan or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of Michigan. Any controversy, dispute, or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by binding confidential arbitration in accordance with the applicable arbitration rules of the American Arbitration Association. Such confidential arbitration shall be held in Oakland County Michigan, and the judgment upon the award rendered by the arbitrator or arbitrators may be entered in any court having jurisdiction. In the event of any dispute between the parties arising out of or in connection with this Agreement or these Terms and Conditions, the prevailing party shall be entitled to recover its costs incurred in connection therewith, including reasonable attorney fees.

7.6. PMC and COL shall each maintain insurance coverage as deemed by each to be necessary for its own protection; provided, however, that COL shall include PMC as an additional insured under COL's general liability insurance policy with respect to claims and losses related to this engagement only. In addition, if PMC provides Services under this Agreement in connection with the construction of a project for COL, the following shall apply: (i) COL's general contractor's/construction manager's general liability insurance for such project shall include PMC as an additional insured; and (ii) PMC and COL shall each waive all rights against each other and the contractors, consultants, agents and employees of the other for any loss or damage, for which property insurance is maintained by the injured party, and PMC and COL each shall require appropriate similar waivers from their contractors, consultants and agents.

7.7. No failure by COL or PMC to insist upon strict performance of any covenant, agreement, term, or condition of this Agreement or to exercise any right, term, or remedy for a breach of this Agreement, shall constitute a waiver of any such breach or of such covenant, agreement, term, or condition.

7.8. The rights and obligations of this Article 7 shall survive the Agreement's termination or expiration.

TERMINATION

7.9. This Agreement may be terminated by COL upon thirty (30) days prior written notice if PMC is in default under this Agreement and fails to cure such default within such thirty day period. In addition, provided that COL is acting in good faith, COL shall be entitled to terminate this Agreement without cause upon thirty (30) days prior written notice to PMC.

7.10. PMC may terminate this Agreement or suspend its Services upon thirty (30) days prior written notice in the event of any of the following defaults by COL and failure of COL to cure such default within such thirty (30) day period: COL fails to make payment of amounts due to PMC under this Agreement; COL fails to follow the advice or recommendations of PMC; or COL otherwise is in default under this Agreement.

7.11. If PMC's Services are suspended for more than thirty (30) consecutive days, PMC may terminate this Agreement upon thirty (30) days prior written notice to COL.

7.12. In the event this Agreement is terminated for any reason, PMC shall be compensated on an equitable basis for services performed as of the effective date of termination in accordance with this Agreement. Upon any such termination and payment of amounts due to PMC, the parties hereto shall be released of any and all further liability hereunder.

7.13. This Agreement shall commence upon execution of the Agreement between PMC and COL and shall continue in effect for the term described in the Agreement, as may be extended by agreement of the parties, unless terminated sooner under the terms of this Section.

8. THIS AGREEMENT:

8.1. COL and PMC accept the obligations of good faith and fair dealing towards each other with respect to this engagement.

8.2. This Agreement includes the proposal executed by PMC and COL, Exhibit A Scope of PMC's Services, Exhibit B Terms and Conditions, and other documents, if any, listed in the Agreement. This Agreement sets forth the entire, integrated agreement between PMC and COL, supersedes all prior proposals, negotiations, representations, and agreements, whether written or oral, between PMC and COL, and shall govern the relationship between PMC and COL with respect to all Services provided by PMC to COL in connection with the engagement described in the Agreement. This Agreement may be amended only by written instrument signed by both PMC and COL.

8.3. Neither this Agreement nor PMC's performance of Services shall be deemed to create a partnership or joint venture between COL and PMC.

8.4. The parties to this Agreement have jointly participated in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement is to be construed as jointly drafted by the parties hereto and no presumption of burden of proof is to arise favoring or disfavoring any party by virtue of the authorship of any provision of this Agreement.

End of Exhibit B

plante moran cresa
Real Estate Consultants

Plante Moran Cresa, LLC
3000 Town Center, Suite 100
Southfield, MI 48075
Tel: 248.223.3500 | Fax: 248.223.3150
pmcresa.com

January 20, 2022

Mr. Jacob Rushlow, P.E.
Assistant Director of Public Works
City of Livonia
12973 Farmington Rd.
Livonia, MI 48150

Via Email To: jrushlow@livonia.gov

RE: Proposal for Space Needs and Capital Planning Services for City of Livonia

Dear Mr. Rushlow:

Thank you for allowing Plante Moran Cresa (PMC) the opportunity to submit our proposal for Space Needs and Capital Planning Services for the City of Livonia (COL). Our goal is to provide space needs and capital planning services that will work in harmony with the City, and to be your trusted advisor on this important engagement. We believe PMC's comprehensive approach and unique ability to perform these services will help guide the evaluation of the of City's real estate needs. As a trusted advisor, we bring dedicated resources, proven processes, and deep experience to guide our clients in making the right strategic, financial, and mission-driven decisions during their projects.

Teaming with our firm offers the following benefits to COL:

Relevant Public Sector Experience: In the past five years, PMC has completed more than $2.5 billion worth of capital projects for the public and municipal sectors (i.e., police stations, courthouses, K-12 school buildings, libraries, fire stations, city halls, etc.). This includes the renovation and expansion of more than 450 facilities, with costs ranging in value from $1 million to over $195 million. PMC has also served as program manager for Livonia Public Schools since 2012, planning and implementing over $400 million worth of capital improvements.

We understand municipalities: We specialize in working with mission-driven, consensus decision-making bodies. Our experience working on more than a billion dollars in public projects means we understand the challenges and opportunities these types of projects present.

We are local: We have 12 offices in Michigan with our headquarters located in Southfield, just 15 miles away from COL's municipal offices.

Independence: We will solely represent and advocate on behalf of your municipality, which allows us to provide unbiased recommendations throughout the project as your independent advocate.

Custom Solutions: PMC offers one-stop shopping for a full suite of Real Estate Consulting and Program Management services, providing best-in-class services to both our private and public sector clients, that we believe are unmatched in Southeast Michigan. We believe our approach will be truly unique by bringing our proven processes and deep experience in to guide COL's strategic goals.

We look forward to the opportunity to work with COL to ensure the goals and objectives of the Space Needs and Capital Planning Services process are met. Again, thank you for the opportunity to present this proposal. We look forward to discussing it in more detail with you.

Sincerely,

Greg VanKirk
Plante Moran Cresa

Andy Fountain
Plante Moran Cresa

On a motion by McCullough, seconded by Donovic, and unanimously adopted, it was:

#51-22 RESOLVED, that having considered the report and recommendation of the Assistant Director of Public Works, dated January 21, 2022, which bears the signatures of the Director of Public Works and the Director of Finance, and is approved for submission by the Mayor, to which is attached a proposed agreement between the City of Livonia and Plante Moran Cresa, LLC, 3000 Town Center, Suite 100, Southfield, MI 48075 to provide professional Space Needs Assessments and Capital Planning services, the Council does hereby authorize the Mayor and City Clerk, for and on behalf of the City of Livonia, to execute the attached agreement between the City of Livonia and Plante Moran Cresa, LLC, 3000 Town Center, Suite 100, Southfield, MI 48075, subject to approval as to form and substance by the Department of Law, to provide professional Space Needs Assessments and Capital Planning services in an amount not to exceed $120,000.00; FURTHER, the Council does hereby authorize an expenditure in an amount not to exceed $120,000.00 from funds budgeted in Account No. 418-000-813-000 (Building Improvement Fund–Professional Services) for this purpose.

UNFINISHED BUSINESS ITEM 17 (Regular Meeting of February 16,2022)

Motion by:	**McCullough**
Seconded by:	**Donovic**
ROLL CALL:	
Ayes:	**Morgan, McCullough, McIntyre, Toy*, Bahr, Donovic, Jolly**
Nays:	**None**
Absent:	**None**



plante moran | cresa

City of Livonia
Facility Condition Assessment and Space Needs Assessment
Preliminary Findings Summary

November 18, 2022

Facility Condition Assessment and Space Needs Assessment Preliminary Findings Summary

Following are Plante Moran Cresa's (PMC) preliminary findings based on the Facility Condition Assessment and Space Needs Assessment PMC recently completed, as well as the City of Livonia Vision 21 Master Plan completed in 2018.



City Center Conceptual Plan from the City of Livonia Vision 21 Master Plan with approximate location of existing facilities overlaid.

City Hall

1. Current facility is approximately 45 years old
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $12M and Deferrable Maintenance (4-6 Years) = $7.5M
4. Inefficient floor plates and excessive volume
5. Opportunity to reduce required square footage by approximately 7,600 square feet
6. Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan (see snapshot above).

Preliminary Findings Summary

Police Station

1. Current facility is approximately 61 years old (original building) and 36 years old (addition)
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $8.4M and Deferrable Maintenance (4-6 Years) = $3.3M
4. Inefficient floor plate
5. Lack of natural daylight
6. Lack of gun range and Virtra Simulation Room
7. Opportunity to reduce required square footage by approximately 6,000 square feet
8. Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan (see snapshot above).

Fire Station No. 1

1. Current facility is approximately 55 years old (original building) and 4 years old (addition)
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $1.3M and Deferrable Maintenance (4-6 Years) = $900K
4. Opportunity to reduce required square footage by approximately 2,400 square feet
5. Current building aesthetic does not reflect modern fire station design standards

Senior Center/Community Transit

1. Current facility is approximately 58 years old (original building), 38 Years old (lobby renovation) and 21 years old (office renovation)
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $5.8M and Deferrable Maintenance (4-6 Years) = $650K
4. Inefficient floor plan
5. Parking lot safety issues
6. Lack of conference/flex space
7. Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan (see snapshot above).

Recreation Center

1. Current facility is approximately 19 years old
2. Critical Need (1-3 Years) = $2.6M and Deferrable Maintenance (4-6 Years) = $10.9M
3. Some areas are underutilized, while others are overutilized

Housing Commission

1. Current facility is approximately 56 years old
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $850K and Deferrable Maintenance (4-6 Years) = $170K
4. Opportunity to reduce required square footage by approximately 3,800 square feet

Preliminary Findings Summary

Civic Center Library

1. Current facility is approximately 35 years old
2. Many of the existing building systems are reaching the end of their useful life
3. Critical Need (1-3 Years) = $6.3M and Deferrable Maintenance (4-6 Years) = $4.9M
4. Current building location, aesthetic, and typology does not align with the Vision 21 Master Plan (see snapshot above).

Carl Sandburg Library

1. Current facility is approximately 61 years old
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $1.7M and Deferrable Maintenance (4-6 Years) = $800K

Alfred Noble Library

1. Current facility is approximately 55 years old
2. Many of the existing building systems have reached the end of their useful life
3. Critical Need (1-3 Years) = $300K (demolition and site prep)

Note:

To assist in the development of recommendations on a building-by-building basis that aligns the City of Livonia Vision 21 Master Plan, PMC suggests the City of Livonia obtain the following information:

1. Detailed space and site programs
2. Highest and best use report
3. Operational costs report
4. Market analysis
5. Library strategic plan



PMCRESA.COM | 248.223.3500

Plante Moran Cresa
3000 Town Center, Suite 100
Southfield, MI 48075



plante moran | cresa

2022 Facility Condition Assessment

City of Livonia

November 2022

plante moran CRESA
REAL ESTATE CONSULTANTS

City of Livonia
33000 Civic Center Drive
Livonia, Michigan 48154

November 2022

Dear City of Livonia Leadership:

Plante Moran Cresa (PMC) was engaged by The City of Livonia (COL) to conduct a physical building assessment of nine (9) facilities currently in use by COL. The goal of this assessment was to provide COL with a capital planning template to determine the cost of maintaining COL's facilities over a ten-year period with three major components: critical need, deferrable maintenance, and future need.

The building assessments were intended to be at a high level; they were not exhaustive, nor did they include any diagnostic or destructive investigation. We conducted our assessment through on-site visits at each building and grounds, interviews with staff, and review of City of Livonia-provided documentation. We wish to acknowledge the city and the staff their time, assistance, and cooperation in providing information for the preparation of this assessment.

We understand COL's intent is to use the combination of these assessments as a guiding road map in determining the most practical and efficient way to maintain these buildings. It is our sincerest hope that this information will confidently supply you with objective facts in your quest for alignment and enable COL to make informed decisions beneficial to the future of their buildings.

We would be happy to answer any questions that may arise as well as provide clarifications to any items found herein. Please feel free to contact me with any questions or concerns regarding this report.

Sincerely,

Plante Moran Cresa



David Goldman,
Senior Consultant

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Facility Assessment

City of Livonia

33000 Civic Center Drive

Livonia, Michigan 48154

Contact:

Andy Fountain

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248-343-2714

Rick Erickson

Rick.Erickson@PlanteMoran.com

248-227-4691

David Goldman

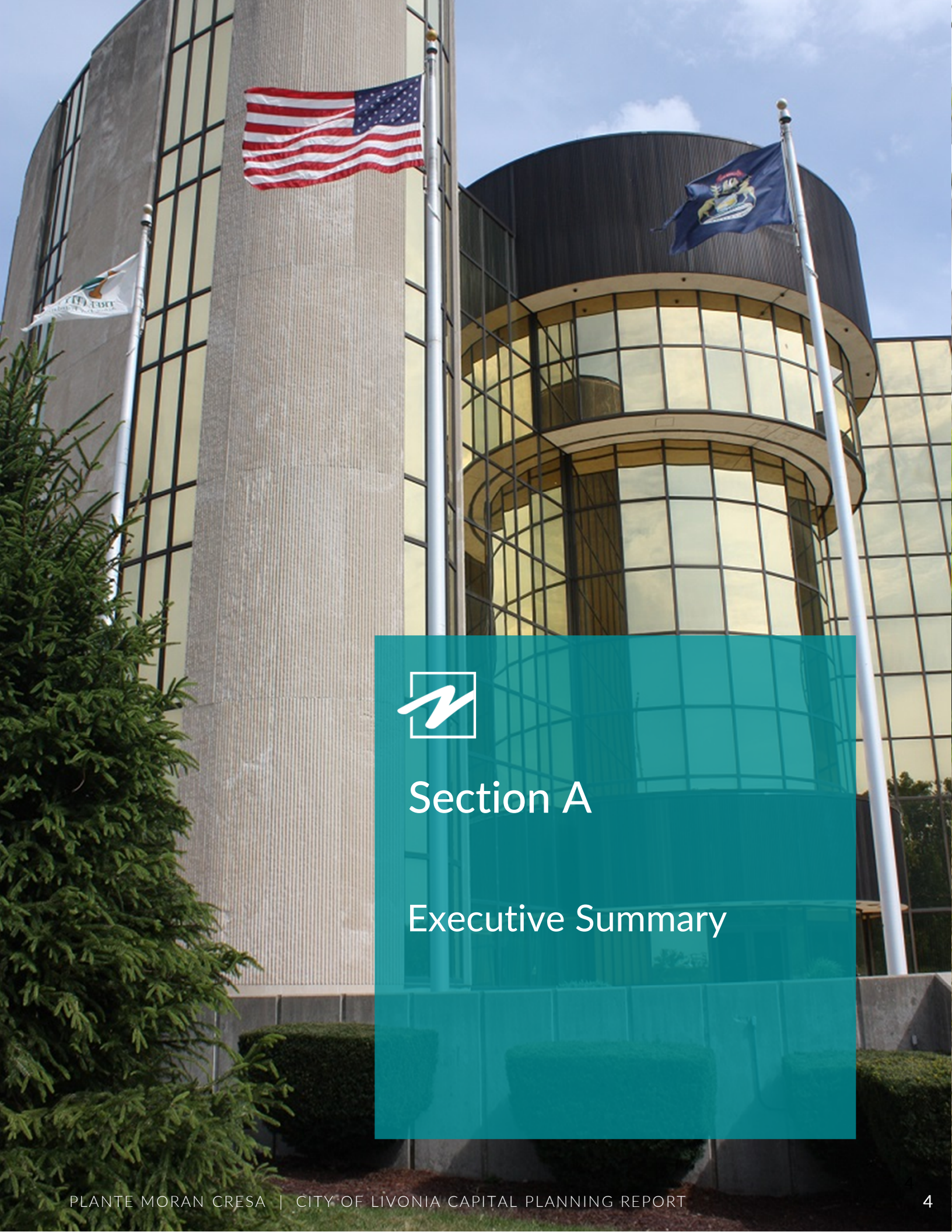
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248-568-0745

Plante Moran Cresa

3000 Towne Center, Suite 100

Southfield, MI 48075



Section A

Executive Summary

SECTION A

Executive Summary

Overview

Plante Moran Cresa (PMC) performed this property assessment at the request of **City of Livonia (COL)** for the city's, support services, transportation, and administrative buildings.

Date(s) of Assessment:	3/29/22 - 4/11/22
City Staff Present:	Sammy Lovin (Building Maintenance); Ted Davis (Senior Center/ Rec. Center); Jacob Rushlow (DPW)
PMC Staff Present:	David Goldman
Architect/Engineer Staff Present:	N/A
Number of Buildings:	9
Average Building Age:	~47 Years

Acknowledgements

For their assistance and cooperation, we wish to acknowledge all city staff, and all additional user groups who provided information for the preparation of this assessment report and during PMC's visit to each individual property.

Purpose

The purpose of this assessment is as follows:

- Observe and document readily visible building site conditions (roadways, walkways, surface parking, lighting, and equipment), building envelope conditions (roof systems, walls, windows and entry/exit doors) interior building conditions (walls, floors, ceilings, millwork/casework, restrooms, gymnasiums, lockers, pools, food service areas and equipment, etc.) as well as building system (heating, ventilating, air conditioning, plumbing, electrical) deficiencies that impact the function and value of the buildings and properties
- Quantify and communicate the condition of each building and site component and assign a repair / replacement value within a future ten-year period. Withing this ten-year timeframe, building and site needs are identified as: Critical Needs (1 – 3 years), Deferrable Maintenance (4 – 6 years) and Future Needs (7 – 10 years). Projected replacement costs include an annual escalation factor. **PMC recommends costs be revisited, at a minimum, once a year to adjust for inflation/escalation.**

Scope

This assessment report is based on city provided information and site visit(s) during which PMC performed a visual, nonintrusive, and nondestructive evaluation of various external and internal building components. This assessment is not a building code, safety, regulatory, or environmental compliance inspection. No diagnostic testing or invasive inspections took place. PMC took photographs to record the buildings' general conditions and to illustrate the specific observed deficiencies.

PMC observed representative samples of the major building components and the physical conditions of the following:

- Site conditions
- Building structure
- Architectural (interior finishes)
- Mechanical and electrical systems
- Plumbing system – Observations did not include collection or testing of water samples

The city provided PMC with the following documentation to aid in the creation of this report:

- Property site plans
- Floor plans

PMC took photographs to record the buildings' general conditions and to illustrate the specific observed deficiencies.

Building List:

1. City Hall
2. Police Station
3. Fire Station #1
4. Civic Center Library
5. Senior Center
6. Jack E. Kirksey Recreation Center
7. Housing Commission
8. Carl Sandburg Library
9. Alfred Branch Library

Assumptions & Clarifications

CITY OF LIVONIA ASSUMPTIONS / CLARIFICATIONS
This Facility Assessment Report is based on site visits during which PMC performed a visual, non-intrusive, and non-destructive evaluation of various external and internal building components. This assessment is not a building code, safety, regulatory, or environmental compliance inspection. PMC does not include the identification or resolution of any life safety issues or the non-compliance with any building code or other legal requirements
Placeholder allowances for landscaping have been designated for each facility and should be evaluated for funding amount as well as placement within the 10-yr timeframe.
Building and Site Acres estimated using DraftLogic online program if the information was not provided by the City.
Square footage used for the ceilings at city hall are based on the reflected ceiling plans from 1977.
Door count for city hall based on the plans from 1977
Roof Replacement at city hall is area above parking deck entrance and exit
While we made an effort to locate and identify all mechanical equipment; there may be some pieces that were not observed/assessed.
Assume 2,500 lb elevator for city hall
Assume that the Noble Library is beyond repair and needs to be demolished
Door count for civic Center Library based on the plans from 1986
It is assumed that any building aged 1980 or newer is non-asbestos containing. Prior to beginning any work, it is recommended that City of Livonia hire an environmental consultant to confirm this assumption and review the abatement scope at each facility. The funding allowances found within this 10-yr capital are assumptions based upon limited information
It is assumed that that fire proofing / caulking at all multi story City of Livonia facilities is code compliant. If this is not correct, there may be substantial costs to upgrade
Abatement allowance added for each building for unknown/unforeseen conditions. I licensed abatement contractor should be hired for all abatement work
Assume that new monument signs will be allowed by the city
Rework of concrete entrance at City Hall includes ramps and railings
Redesign entry fountain at City Hall includes new plumbing
Assume all utility feeds to each building are sufficient for the current use
Wood Paneling in City Hall Auditorium is Not Included in the costs
Curtain wall replacement costs at City Hall is an allowance only. Actual sizes will need to be obtained in order to provide a better estimate.
Number of VAVs in city hall is just an estimate. PMC did not look above any ceilings for these during our walkthrough
Technology costs are shown for the senior center at the request of City of Livonia staff. PMC to meet with city technology director to discuss pricing needed for Technology across all city buildings
There is a Roof Top HVAC unit on told on the recently renovated space in the fire station. This unit is oversized for the space and is causing a lot of humidity issues. This unit should be replaced with a correct sized unit.
Plante Moran meet with Casey O'Neil- City of Livonia- Information Systems Director and Steven Arslanian- LPD- Computer Services on 9/27/22 to discuss the technology needs for the city. The discussion included the following (high level):
Controls needed for all HVAC equipment (all locations)
The data center is located in the City Hall Basement. This should be relocated above ground
PD device re-fresh plan: laptops and desktops on a 5 year replacement plan; All larger equipment is on a 7-8 year replacement plan.
Each department buys their own technology
New Phone System needed at City Hall
Re-cabling of Rec. Center needed
Wireless network upgrades needed
Electronic time keeping system needs to be upgraded
It is suggested that Plante Moran do a more in-depth review and discussion of all technology needs with the city. An amendment to the contract is being drafted up as of 10/3/22. All costs provided are just allowances at this time

Condition Definitions

The following terms are used throughout the report and are defined as follows:

Excellent (E)

Observed to be new or like new.

Good (G)

Observed to be of average to above-average condition for the building system or material assessed, with consideration of its age, design, and geographical location. Generally, other than normal maintenance, no work is recommended or required.

Fair (F)

Observed to be of average condition for the building system evaluated. Satisfactory; however, some short-term and/or immediate attention is required or recommended (primarily due to normal aging and wear of the building system) to return the system to a good condition.

Poor (P)

Observed to be of below average condition for the building system evaluated. Requires immediate repair, significant work, or replacement is anticipated to return the building system or material to an acceptable condition.

Critical Need (CN)

Items that through our observations or discussions with COL may require capital expenditure **within the next 1 to 3 years** by virtue of current condition, remaining useful life, or COL's priorities.

Deferred Maintenance (DM)

These are items that through our observations or discussions with COL **may require capital expenditure within the next 4 to 6 years** by virtue of current condition, remaining useful life, or COL's priorities.

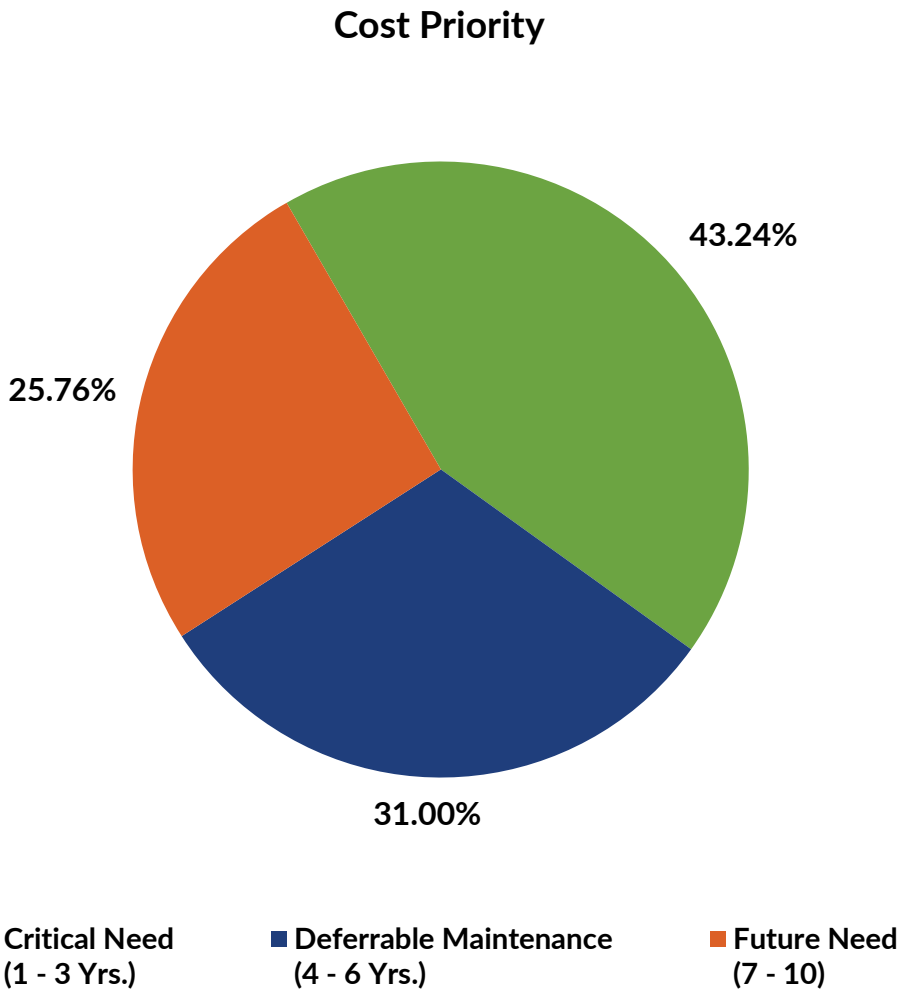
Future Need (FN)

These are items that through our observations or discussions with COL **may require capital expenditure within the next 7 to 10 years** by virtue of current condition, remaining useful life, or COL's priorities.

Summary of Costs by Priority

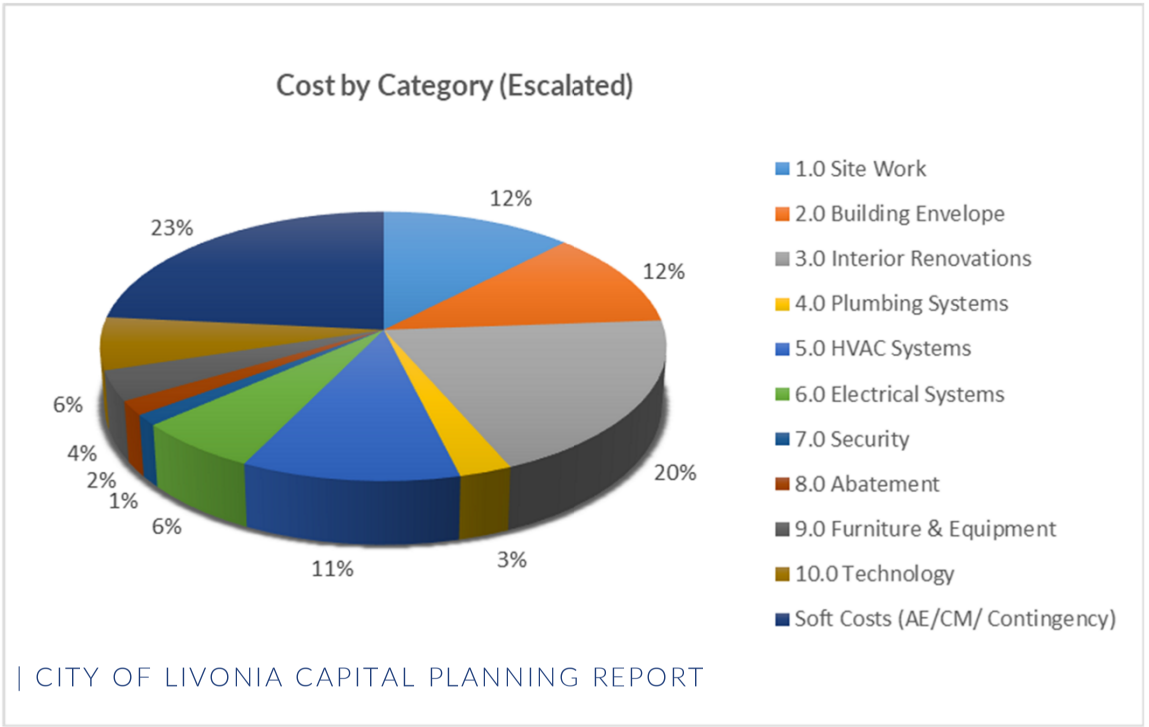
SUMMARY OF COSTS BY PRIORITIZATION FACILITY ASSESSMENT					
Bldg #	Name of Facility	Critical Need (1 - 3 Yrs.)	Deferrable Maintenance (4 - 6 Yrs.)	Future Need (7 - 10)	Complete Cost with Escalation
1	City Hall	$12,397,784	$7,595,335	$8,392,853	$28,385,972
2	Police Department	$8,467,808	$3,381,330	$1,875,608	$13,724,746
3	Fire Department #1	$1,335,601	$897,792	$766,557	$2,999,950
4	Civic Center Library	$6,348,772	$4,936,406	$1,240,231	$12,525,410
5	Senior Center/Community Transit	$5,811,271	$659,776	$1,029,377	$7,500,424
6	Livonia Community Recreation Center	$2,699,860	$10,977,139	$10,236,580	$23,913,579
7	Housing Commission	$856,369	$169,270	$310,537	$1,336,176
8	Carl Sandburg Library	$1,737,877	$821,019	$410,894	$2,969,791
9	Alfred Noble Branch Library*	$346,062	$0	$0	$346,062
10	City Wide - Technology	$1,928,999	$626,925	$713,730	$3,269,654
	TOTAL BUILDINGS BUDGET	$41,930,405	$30,064,991	$24,976,366	$96,971,763

* This is for demolition costs only



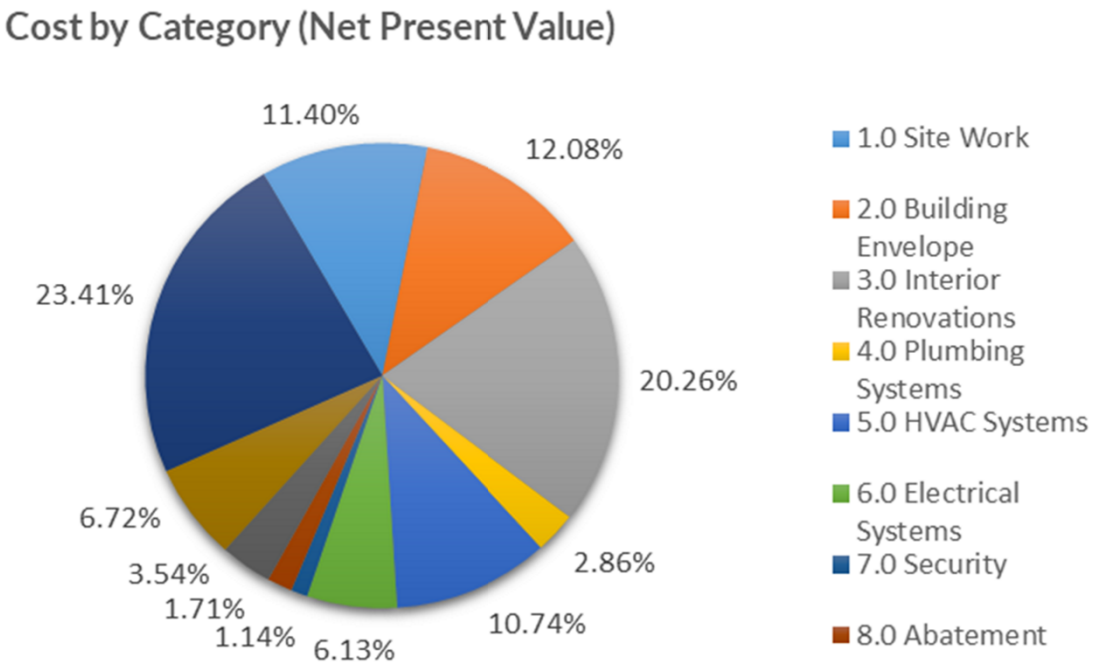
Summary of Costs by Category – Escalated

SUMMARY OF COSTS BY SCOPE OF WORK (ESCALATED)														
Bldg #	Name of Facility	Net Present Value	1.0 Site Work	2.0 Building Envelope	3.0 Interior Renovations	4.0 Plumbing Systems	5.0 HVAC Systems	6.0 Electrical Systems	7.0 Security	8.0 Abatement	9.0 Furniture & Equipment	10.0 Technology	Soft Costs (AE/CM/ Contingency)	Total Cost (Escalated)
1	City Hall	$24,609,976	$3,880,047	$2,737,260	$6,330,544	$473,710	$2,310,841	$1,329,946	$386,100	$799,200	$1,020,600	$2,921,138	$6,196,586	$28,385,972
2	Police Department	$12,278,278	$2,152,812	$542,592	$4,353,063	$319,378	$719,890	$901,578	$375,840	$540,000	$455,976	$0	$3,363,619	$13,724,746
3	Fire Department #1	$2,544,154	$104,976	$521,640	$596,333	$124,050	$386,508	$289,109	$95,904	$60,480	$81,000	$0	$739,951	$2,999,950
4	Civic Center Library	$10,984,002	$1,139,865	$1,647,000	$3,139,322	$52,618	$1,609,425	$767,275	$111,888	$120,960	$1,020,600	$0	$2,916,457	$12,525,410
5	Senior Center/Community Transit	$7,014,316	$899,640	$1,284,854	$1,491,075	$226,454	$403,380	$588,617	$69,768	$54,000	$454,680	$324,000	$1,703,955	$7,500,424
6	Livonia Community Recreation Center	$18,060,421	$2,547,711	$4,084,560	$2,595,170	$1,227,830	$5,050,504	$1,660,241	$159,840	$0	$272,160	$432,000	$5,883,562	$23,913,579
7	Housing Commission	$1,196,399	$312,284	$74,520	$165,264	$55,188	$77,807	$185,469	$32,400	$42,120	$70,200	$0	$320,923	$1,336,176
8	Carl Sandburg Library	$2,647,062	$613,950	$326,399	$355,996	$114,972	$221,076	$364,176	$47,952	$64,800	$144,180	$0	$716,289	$2,969,791
9	Alfred Noble Branch Library	$346,062	$258,336	$0	$0	$0	$0	$0	$0	$0	$0	$0	$87,726	$346,062
10	City Wide - Technology	$2,893,499	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,440,800	$828,854	$3,269,654
	TOTAL	$82,574,169	$11,909,620	$11,218,826	$19,026,767	$2,594,200	$10,779,431	$6,086,411	$1,279,692	$1,681,560	$3,519,396	$6,117,938	$22,757,921	$96,971,763



Summary of Costs by Category – Net Present Value

SUMMARY OF COSTS BY SCOPE OF WORK (NET PRESENT VALUE)													
Bldg #	Name of Facility	Net Present Value	1.0 Site Work	2.0 Building Envelope	3.0 Interior Renovations	4.0 Plumbing Systems	5.0 HVAC Systems	6.0 Electrical Systems	7.0 Security	8.0 Abatement	9.0 Furniture & Equipment	10.0 Technology	Soft Costs (AE/CM/ Contingency)
1	City Hall	$24,609,976	$2,963,801	$2,570,184	$5,505,499	$428,026	$2,245,264	$1,249,526	$297,000	$540,000	$810,000	$2,635,507	$5,365,170
2	Police Department	$12,278,278	$1,759,838	$542,592	$4,135,467	$321,106	$530,196	$780,341	$270,000	$540,000	$383,400	$0	$3,015,339
3	Fire Department #1	$2,544,154	$81,000	$521,640	$494,646	$107,876	$291,332	$216,974	$64,800	$60,480	$81,000	$0	$624,407
4	Civic Center Library	$10,984,002	$925,299	$1,517,400	$2,704,968	$48,470	$1,599,264	$602,942	$75,600	$120,960	$810,000	$0	$2,579,098
5	Senior Center/Community Transit	$7,014,316	$845,208	$1,284,854	$1,408,050	$208,310	$340,200	$473,256	$61,992	$54,000	$426,600	$324,000	$1,587,845
6	Livonia Community Recreation Center	$18,060,421	$1,782,883	$3,140,100	$2,017,516	$1,099,224	$3,587,069	$1,263,600	$108,000	$0	$216,000	$432,000	$4,414,029
7	Housing Commission	$1,196,399	$305,532	$71,280	$150,684	$50,004	$52,572	$145,837	$32,400	$32,400	$70,200	$0	$285,490
8	Carl Sandburg Library	$2,647,062	$491,335	$326,399	$312,444	$100,354	$221,076	$330,480	$32,400	$64,800	$129,600	$0	$638,174
9	Alfred Noble Branch Library	$346,062	$258,336	$0	$0	$0	$0	$0	$0	$0	$0	$0	$87,726
10	City Wide - Technology	$2,893,499	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,160,000	$733,499
	TOTAL	$82,574,169	$9,413,232	$9,974,450	$16,729,273	$2,363,369	$8,866,973	$5,062,956	$942,192	$1,412,640	$2,926,800	$5,551,507	$19,330,777



Opinion of Probable Cost

Based upon observations during our site visit and information received from our interviews with building users, which for the purpose of this report was deemed reliable, PMC prepared general scope opinions of probable cost based on appropriate remedies for the deficiencies noted. Such remedies and their associated cost were considered commensurate with subject's position in the market and prudent expenditures. These opinions are for components of systems exhibiting significant deferred maintenance and existing deficiencies requiring major repairs or replacement. Repairs or improvements that could be classified as cosmetic, a decorative part or parcel of a building renovation program, routine, or normal preventative maintenance were included as future needs. Costs provided are based on mid-level commercial pricing.

Our intent in this report is to outline material physical deficiencies and the corresponding opinion of probable costs that are commensurate with the complexity and age of the buildings. Opinions of probable costs that are a threshold amount of approximately $1,000 or less are omitted from our review.

Replacement and repair preliminary budgets are based on approximate quantities. Specific building square footages are estimates based on the information provided by the city. A detailed inventory of quantities for cost estimating is not a part of the scope of this report. Budgets were derived using Metro Detroit area material and labor costs. As this report projects costs over the next 10 years, PMC utilized a reasonable cost escalation factor for these costs based on the anticipated time of improvement implementation.

Please note that the budget values in this report are conceptual values only, and do not represent hard bid market pricing our opinions of probable costs will likely vary from actual market conditions. These conceptual budget values are intended for a high-level planning approach by the city in consideration for future renovations of the aforementioned buildings. We highly recommend that, if any of the recommendations are to move forward accordingly, the city (a) have a formal design completed by a registered architectural or engineering firm and (b) in conjunction with its registered architectural or engineering firm and construction professional develop a refined preliminary budgets and (c) undergo the formal competitive bid process per the requirements set forth.

Statement of Limitations

This assessment report represents a statement of the physical condition of the buildings and properties based upon visual site observation. It applies only to those portions of the property, items, and equipment that PMC staff were able to visually observe. Walls and ceilings were not opened to observe covered, hidden, or concealed conditions. PMC's assessment of plumbing systems did not include the collection or testing of water samples to determine water quality. The assessment of mechanical systems and equipment based on general observations of condition and/or age and not a full diagnostic or inspection by a certified maintainer.

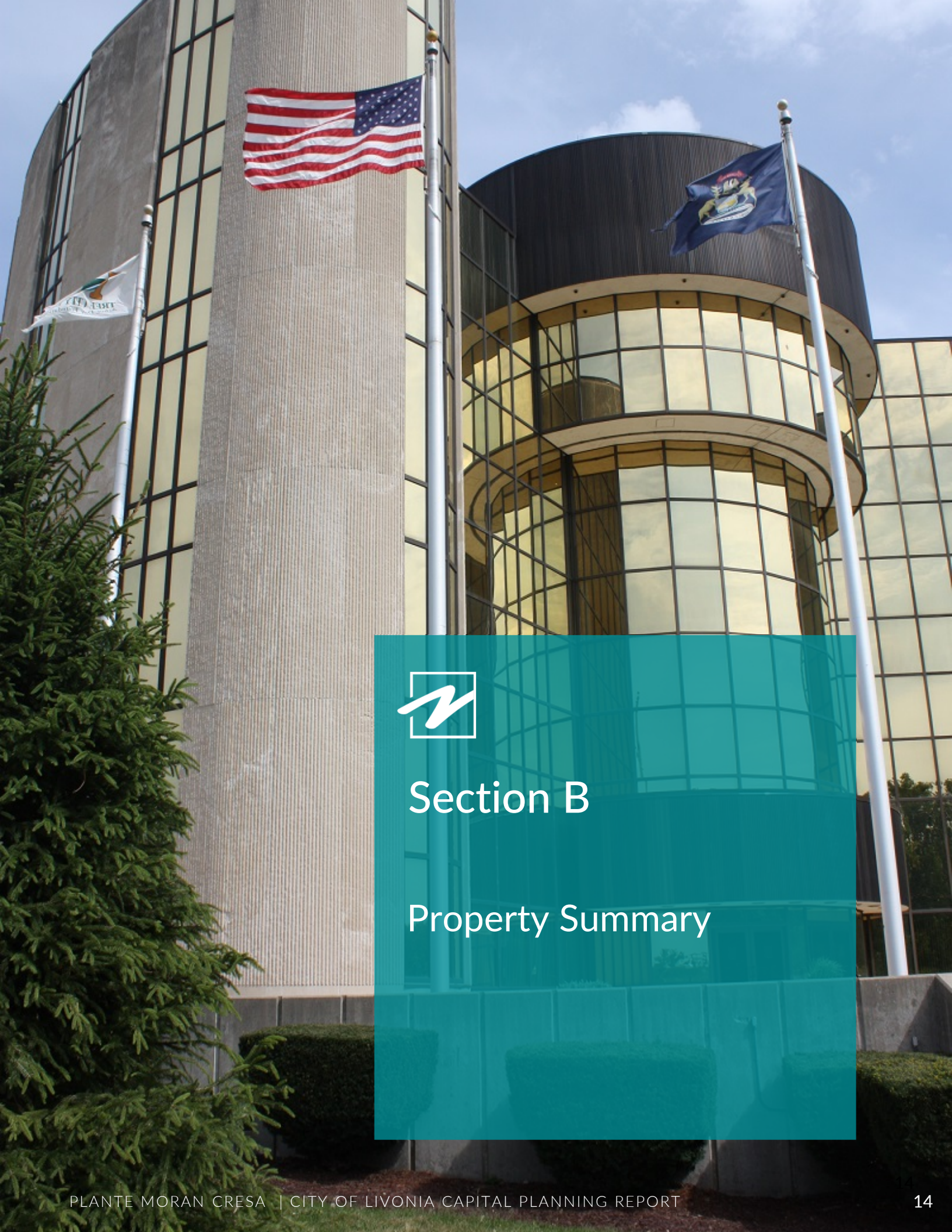
In addition, PMC did not sample any property components or test nonfunctioning equipment at the time the assessment was conducted. Minimal as-built or record drawings and specifications were available only to the extent described in this report. PMC's assessment, analysis, and recommendations are, in whole or in part, dependent on the information provided by The City of Livonia and other third parties. PMC cannot provide an opinion on the reliability of such information, and inaccuracies in such information may impact our assessment, analysis, and recommendations.

This assessment does not include any services (including the collection or testing of samples) related to known or unknown Constituents of Concern. Constituents of Concern shall include: (i) asbestos, (ii) petroleum, (iii) radioactive material, (iv) polychlorinated biphenyls (PCBs), (v) hazardous waste, (vi) lead, or (vii) any substance, product, waste, or other material listed under any other federal, state, or local (meaning any applicable jurisdiction) statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material. The parties further acknowledge that PMC is not and shall not be required to be an "owner," "arranger," "operator," "generator," or "transporter" of any Constituents of Concern.

This report was prepared for and intended solely for the information use of The City of Livonia and may not be used or relied upon by another party without the express written authorization of PMC.

The contents of the report are based on the relevant information available, and the condition observed at the time of issuance. Information and conditions are subject to change, and PMC assumes, no responsibility to update this report in the event of such change.

This assessment report should be read in its entirety. Information provided in the various sections is complementary and, in some instances, provides additional explanation of information concerning the assessment. Therefore, interpretations and conclusions drawn by reviewing only specific sections are the sole responsibility of the user.



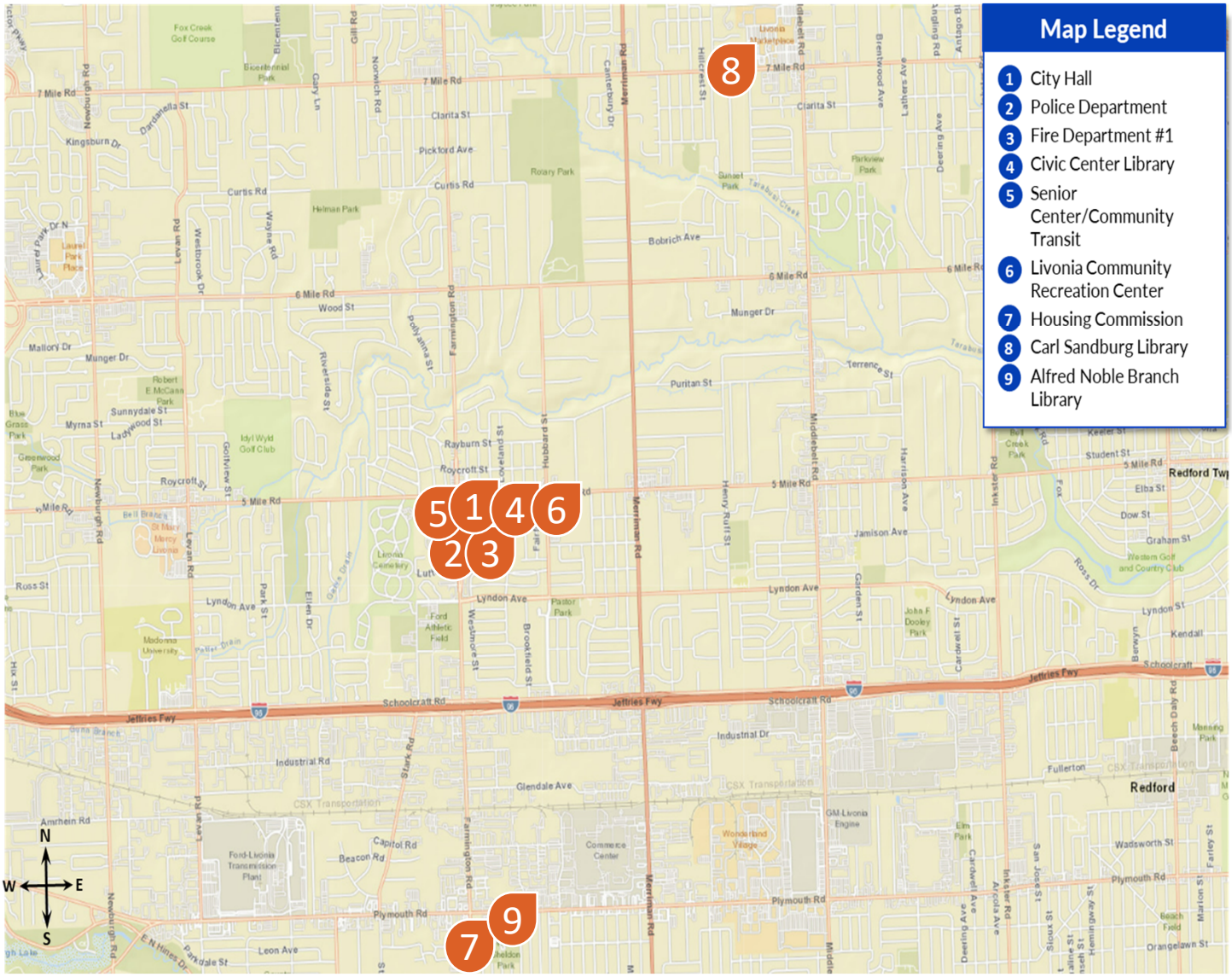
Section B

Property Summary

SECTION B

Property Summary

Building Locations Map | City, State



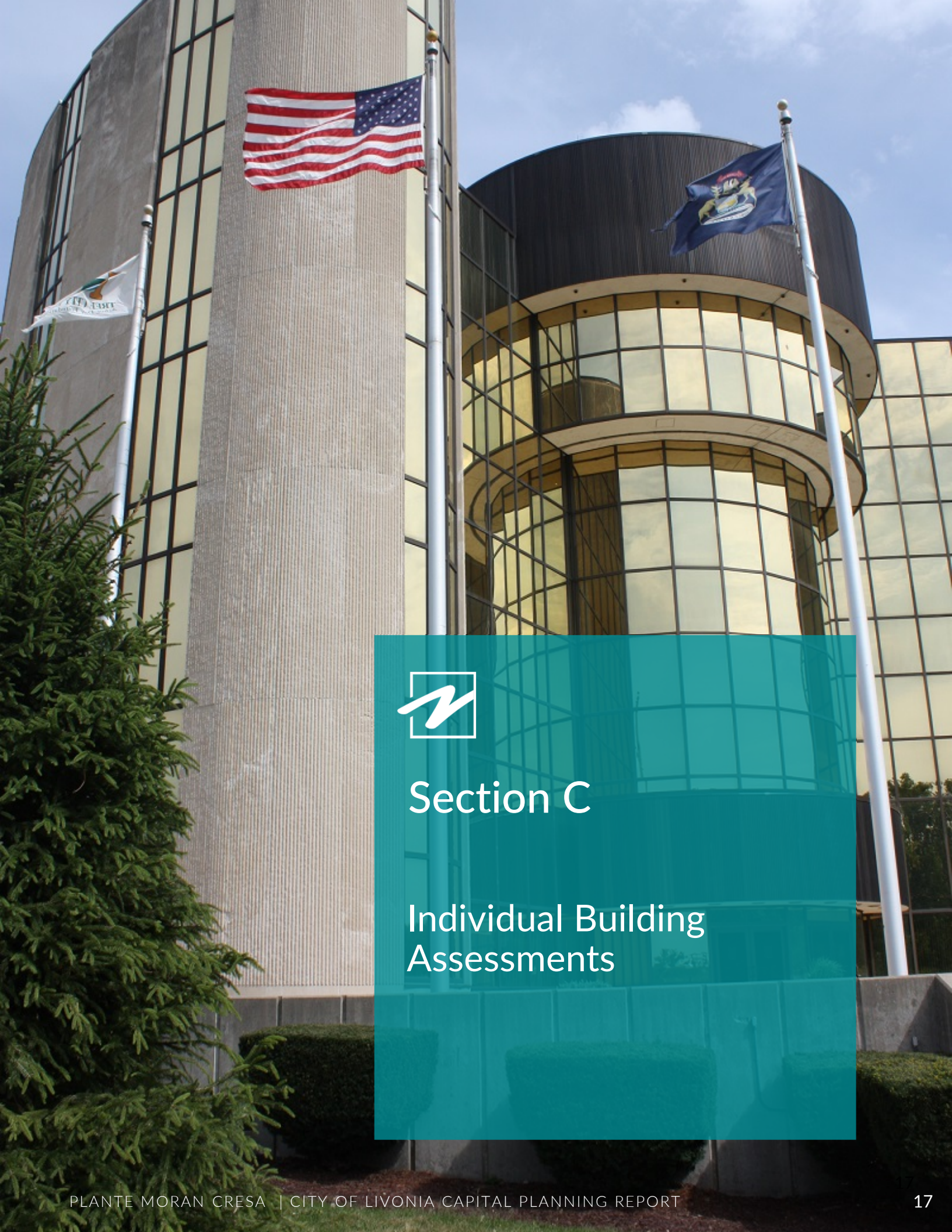
SECTION B

Property Summary

Building Locations Map | City, State

Bldg #	Facility	Address	City	State	Zip
	BUILDINGS				
1	City Hall	33000 Civic Center Drive	Livonia	Michigan	48154
2	Police Department	15052 Farmington Road	Livonia	Michigan	48154
3	City Fire Department	14910 Farmington Road	Livonia	Michigan	48154
4	Civic Center Library	32777 Five Mile Road	Livonia	Michigan	48154
5	Civic Center Park Senior Center & Transit Office	15218 Farmington Road	Livonia	Michigan	48154
6	Jack E. Kirksey Livonia Community Recreation Center	15100 Hubbard Street	Livonia	Michigan	48154
7	Housing Commission	10800 Farmington Road	Livonia	Michigan	48150
8	Carl Sandburg Library	30100 West Seven Mile Road	Livonia	Michigan	48152
9	Alfred Noble Branch Library	32901 Plymouth Road	Livonia	Michigan	48150

See Building Location Map on slide 15 for building location/proximity



Section C

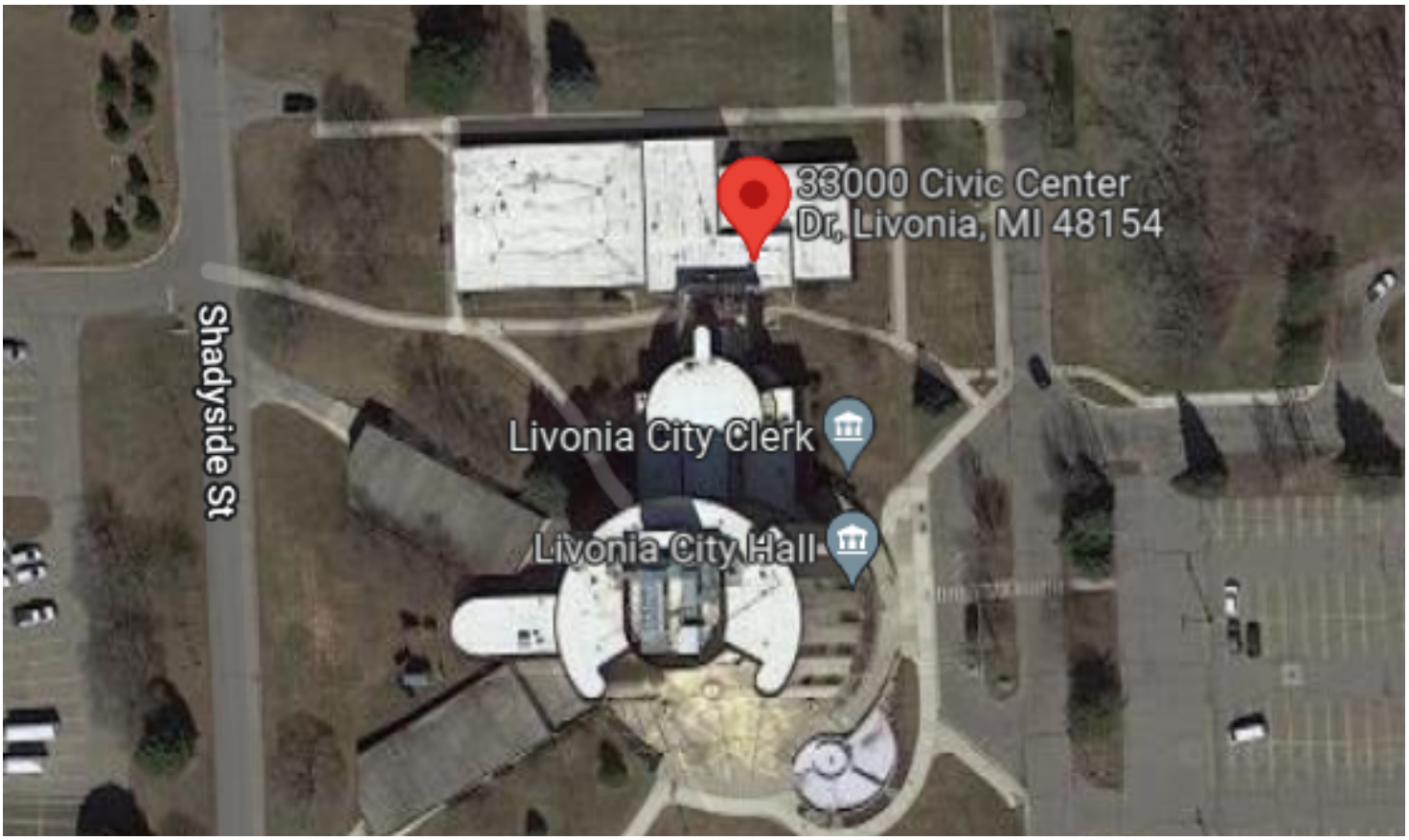
Individual Building Assessments

Building 01 – Livonia City Hall



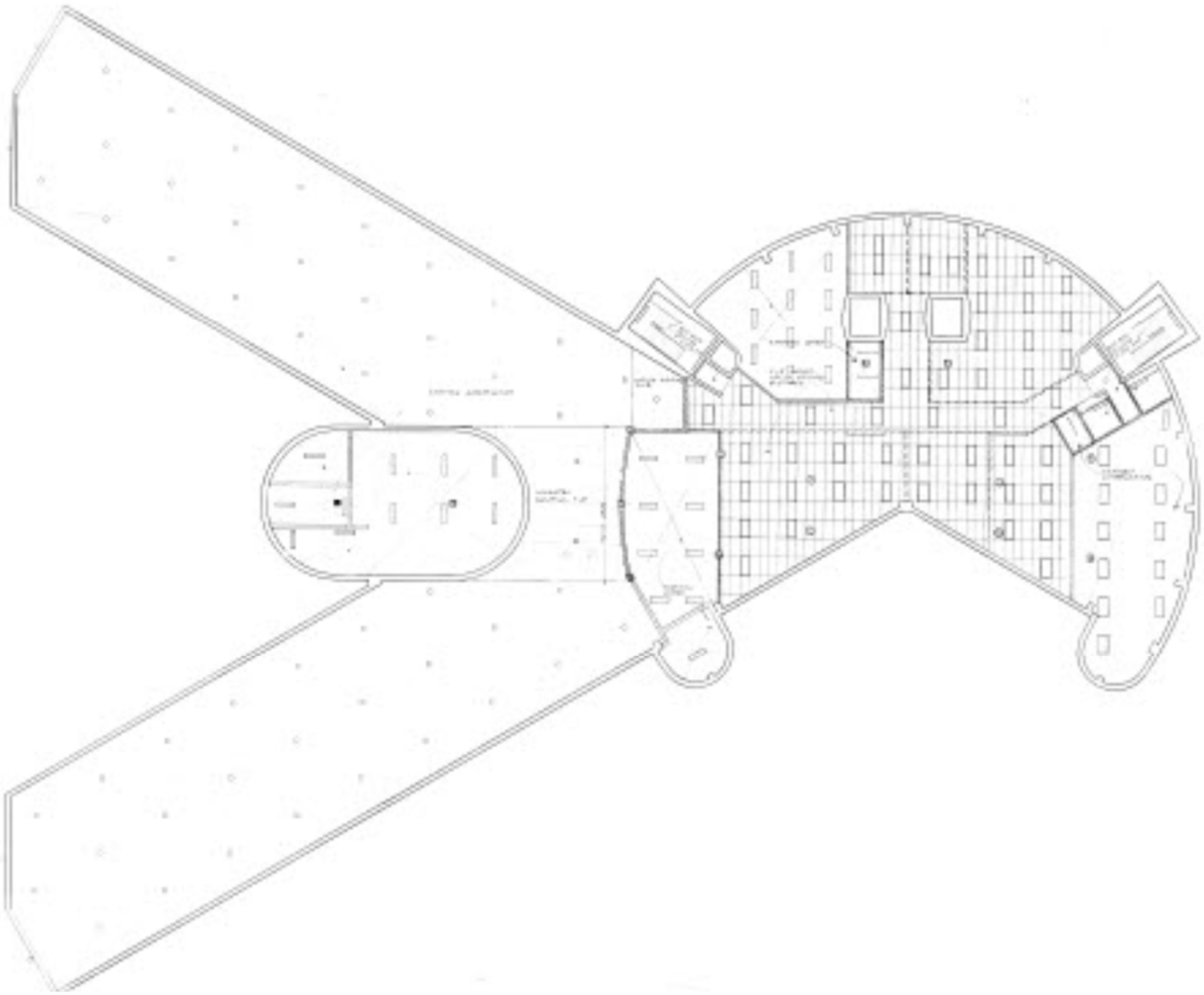
Address:	33000 Civic Center Dr. Livonia MI 48154
Year Built:	1977
Square Footage:	67,736
Site Area:	4.99 acres
Parking Spaces:	115
Stories:	5
Basement:	Yes
Elevator(s):	2
Exterior Façade:	Glass Curtain Wall/Brick/Concrete
Roof:	TPO
Fire Protection:	Fully Sprinkled

Site Plan:



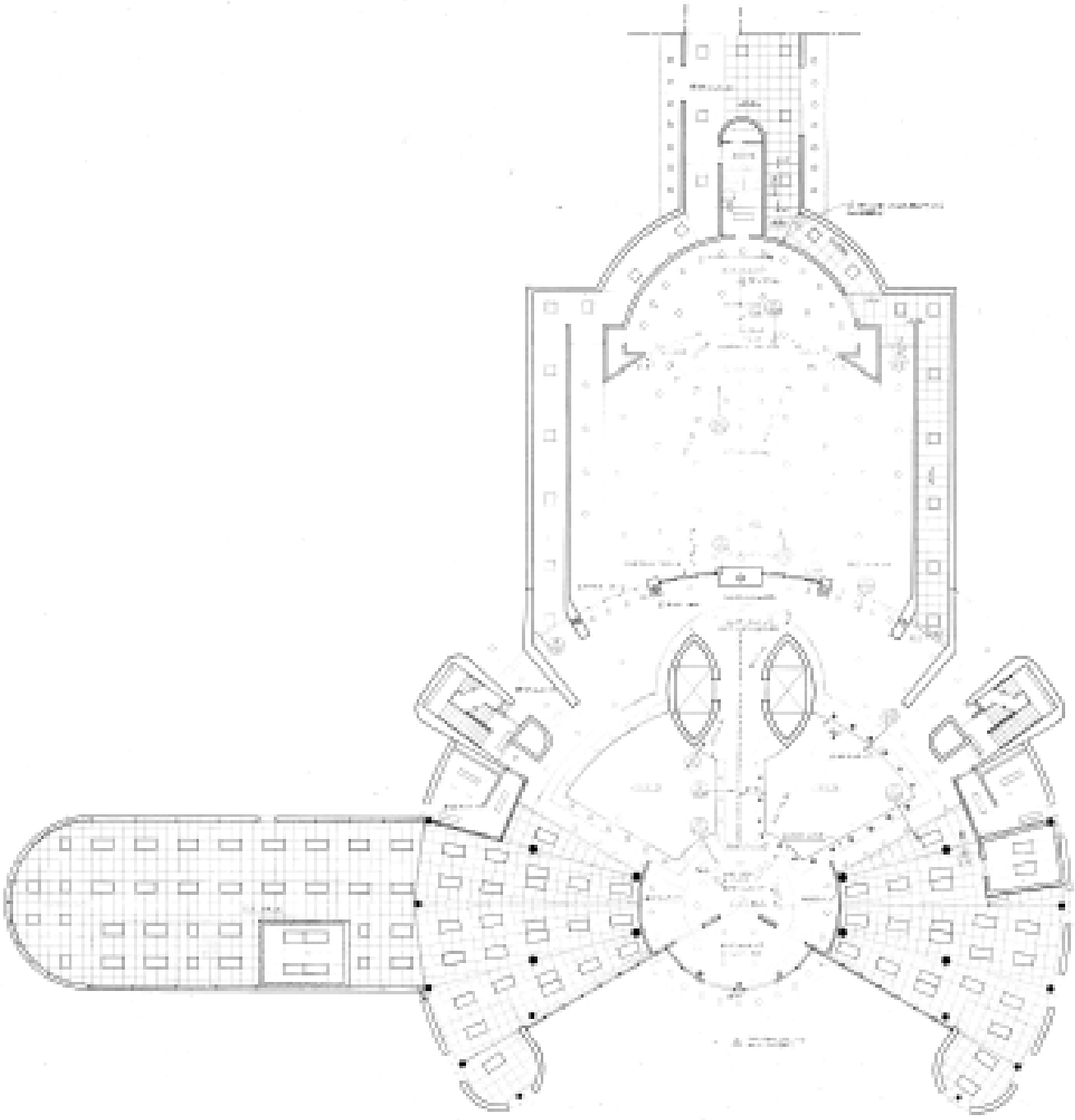
Building 01 – Livonia City Hall

Ground Floor Plan:



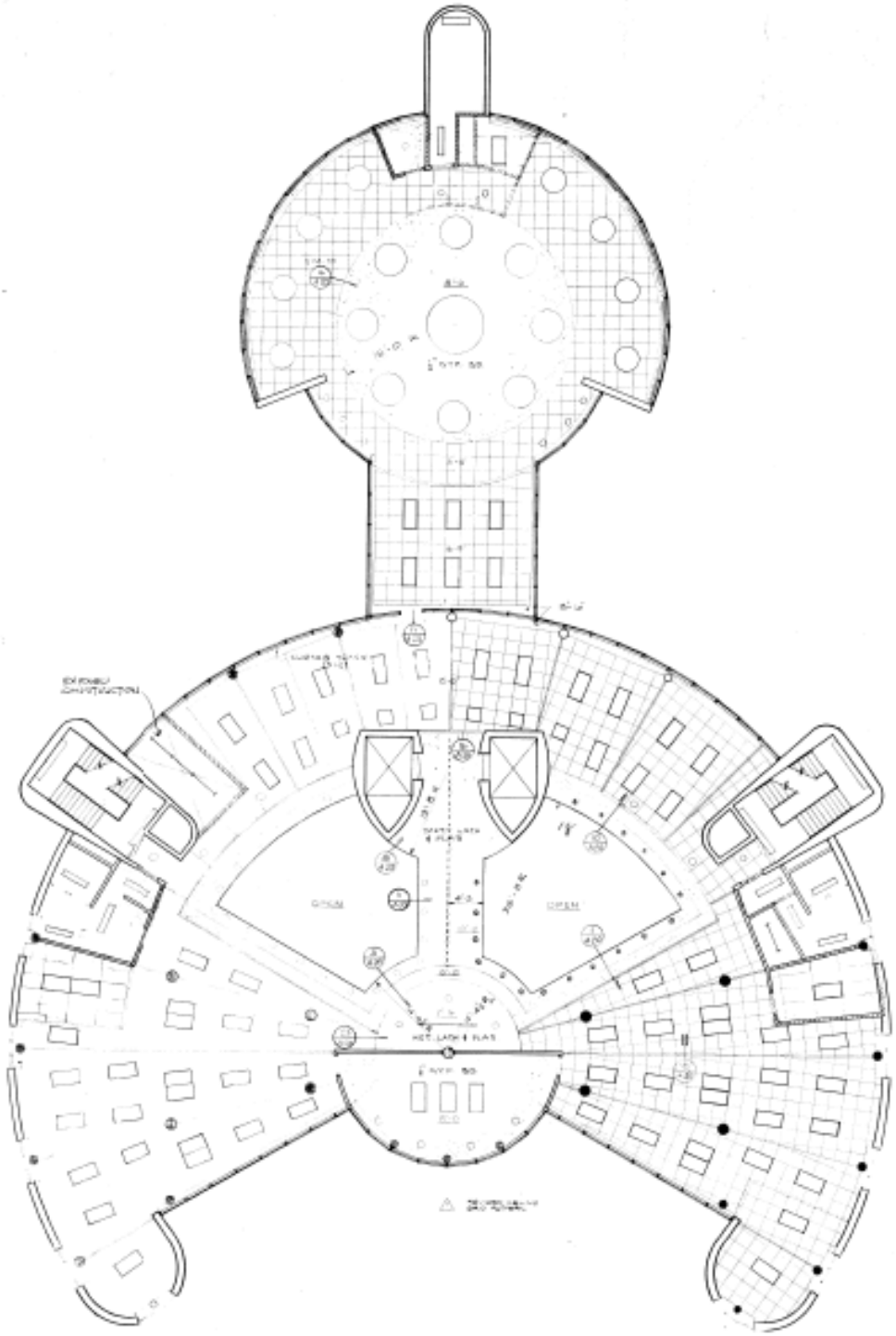
Building 01 – Livonia City Hall

1st Floor Plan:



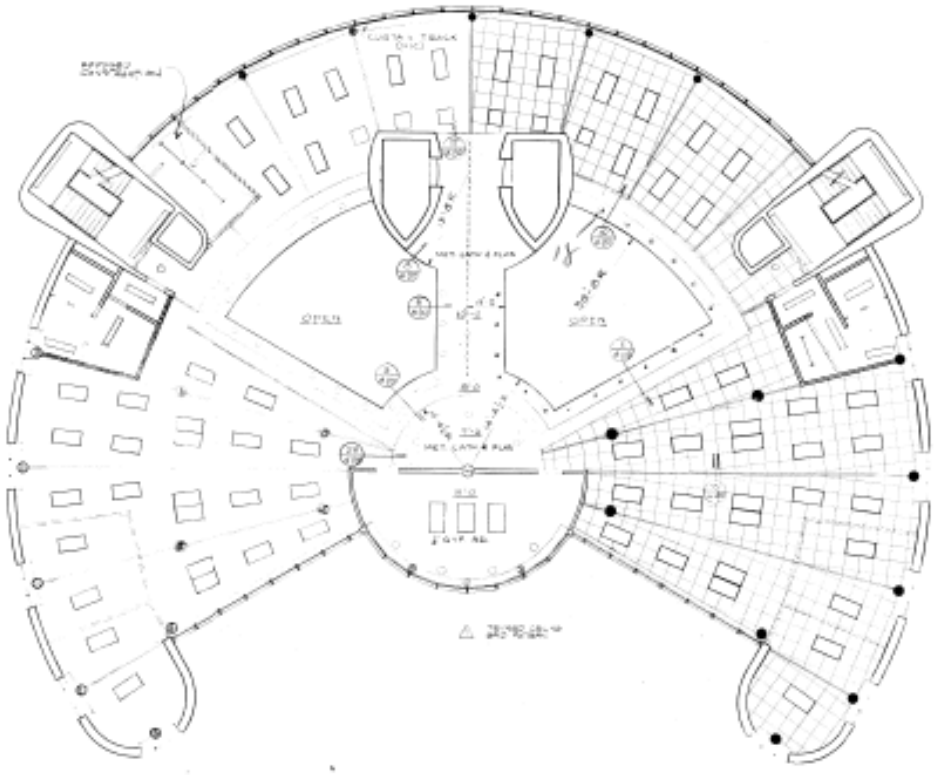
Building 01 – Livonia City Hall

2nd Floor Plan

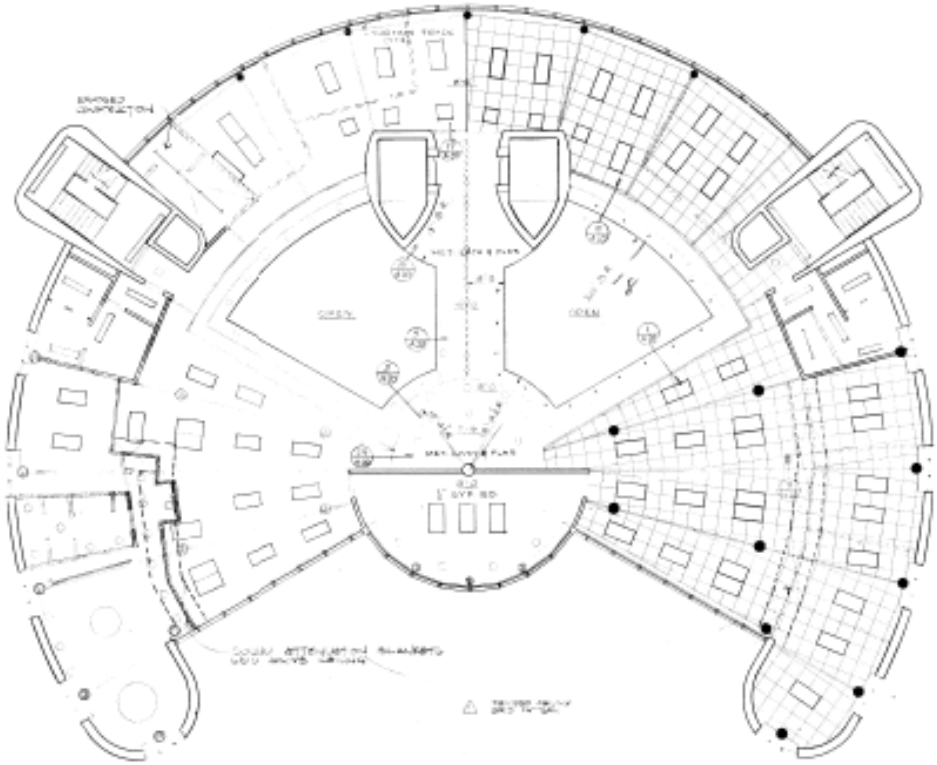


Building 01 – Livonia City Hall

3rd Floor Plan:

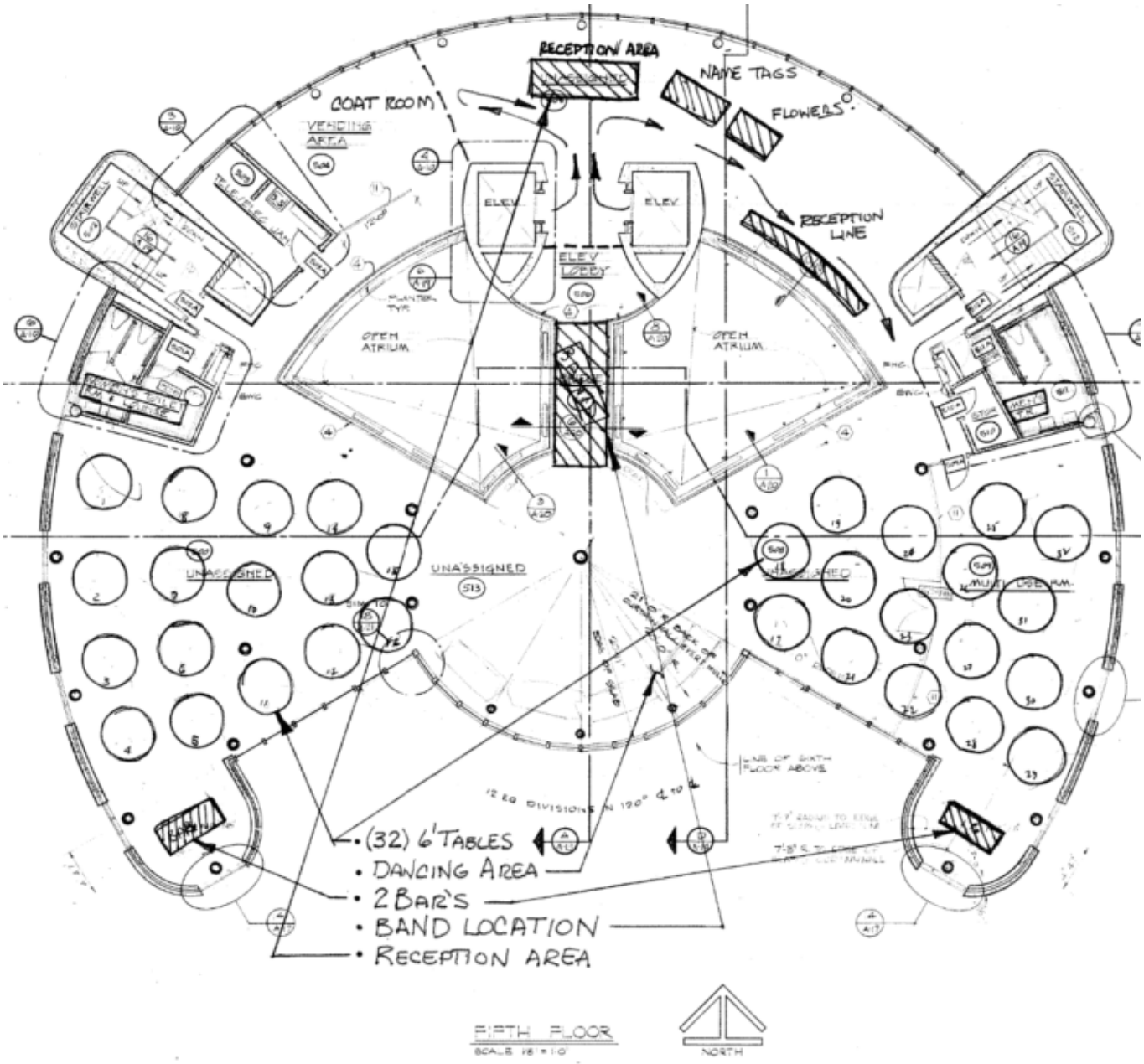


4th Floor Plan:



Building 01 – Livonia City Hall

5th Floor Plan:



Building 01 – Livonia City Hall

Summary of Budgets:

City Hall									
Building SF	67,736			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors 1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
1.0 SITE									
Paving									
Pavement and Base Reconstruction	110,200	SF	1	110,200	2.90%	$0	$0	$1,056,862	
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.66%	$54,000	$70,200	$79,920	
Sealcoating/Re-striping	110,200	SF	1	110,200	0.15%	$35,705	$0	$0	
Site Amenities - Bike Racks / Benches / Picnic Tables / Trash Receptacles / Etc.	1	Allowance	1	1	1.32%	$0	$421,200	$0	
Landscaping									
Improve Landscaping	1	Allowance	1	1	1.32%	$0	$0	$479,520	
Utilities									
Misc. Utility Repairs	1	Allowance	1	1	1.32%	$108,000	$140,400	$159,840	
Misc.									
Monument Sign - Powered & Electronic Display	1	Allowance	1	1	0.44%	$0	$140,400	$0	
Rework Concrete Entrance (Ramps and Railings)	1	Allowance	1	1	1.76%	$432,000	$0	$0	
Refurbish Entry Fountain (Includes New Plumbing)	1	Allowance	1	1	2.19%	$0	$702,000	$0	
SITE SUBTOTAL					**12.04%**	**$629,705**	**$1,474,200**	**$1,776,142**	
2.0 BUILDING ENVELOPE									
Roofing Work									
Replace Roof (EPDM)- .60 Mil/Reinforced/ Fully-Adhered (Parking Garage)	10,000	SF	1	10,000	1.54%	$378,000	$0	$0	
Replace Roof (EPDM)- .60 Mil/Reinforced/ Fully-Adhered (Main Tower) ~2015/ 30 yr. Warranty	13,800	SF	1	13,800	2.12%	$0	$0	$0	
Replace Roof (EPDM)- .60 Mil/Reinforced/ Fully-Adhered (Annex)	14,000	SF	1	14,000	2.15%	$0	$0	$783,216	
Misc. Drainage Repair	1	Allowance	1	1	0.07%	$18,144	$0	$0	
Paint Structural Steel for Equipment Screens	1	Allowance	1	1	0.09%	$0	$28,080	$0	
Replace Exterior Curtainwall System	1	Allowance	1	1	3.07%	$0	$0	$1,118,880	
Exterior Walls									
Re-Caulk Expansion Joints	1	Allowance	1	1	0.11%	$0	$0	$39,960	
Tuckpointing	1	Allowance	1	1	0.33%	$0	$105,300	$0	
Exterior Envelope Repairs/Upgrades (Curtain Wall/ Precast/ Soffits/ Painting)	1	Allowance	1	1	0.44%	$36,000	$46,800	$53,280	
Replace Exterior Doors	24	EA	1	24	0.53%	$129,600	$0	$0	
BUILDING ENVELOPE SUBTOTAL					**10.44%**	**$561,744**	**$180,180**	**$1,995,336**	
3.0 INTERIOR/FINISHES									
Interior Doors & Hardware									
Replace Door Hardware	200	EA	1	200	2.63%	$648,000	$0	$0	
Walls & Partitions									
Misc. Plaster/ Drywall Repairs	1	Allowance	1	1	0.88%	$0	$280,800	$0	
Ceilings									
Remove Existing & Install New Acoustic Tile Ceiling	30,700	SF	1	30,700	1.15%	$281,826	$0	$0	
Flooring									
Remove & Replace Flooring - Carpet	34,000	SF	1	34,000	1.00%	$246,024	$0	$0	
Remove and Replace VCT Tile	17,000	SF	1	17,000	0.67%	$165,240	$0	$0	
Remove and Replace Hard Tile Flooring	17,000	SF	1	17,000	2.24%	$550,800	$0	$0	
Interior Storefront Repairs/Replacement	1	Allowance	1	1	2.19%	$270,000	$351,000	$0	
Paint									
Painting Allowance	67,736	SF	1	67,736	0.74%	$0	$237,753	$0	
Signage									
Replace Interior Signage	67,736	SF	1	67,736	0.12%	$0	$38,041	$0	
Way-finding and Branding	1	Allowance	1	1	0.66%	$0	$0	$239,760	
Restrooms									
Renovate Floor Restrooms (2/floor)	12	EA	1	12	3.95%	$486,000	$631,800	$0	
Auditorium / Little Theater									
Replace Fabric and Make Repairs to Chairs	330	EA	1	330	0.22%	$53,460	$0	$0	
Rework Seating Configuration to Improve Accessibility	1	Allowance	1	1	1.10%	$270,000	$0	$0	
Casework & Countertops									
Replace Misc. Casework/Millwork	1	Allowance	1	1	2.19%	$270,000	$351,000	$0	
Other									
Replace Elevator	2	Allowance	1	2	2.63%	$0	$0	$959,040	
INTERIOR/FINISHES SUBTOTAL					**22.37%**	**$3,241,350**	**$1,890,394**	**$1,198,800**	
4.0 PLUMBING SYSTEMS									
Fire Protection									
Add / Modify Fire Suppression System for Improvements	1	Allowance	1	1	0.39%	$97,200	$0	$0	
Equipment & Fixtures									
Existing Lochinvar Water Heater, Serial # 1227M000978, 2012	1	EA	1	1	0.04%	$0	$11,232	$0	
Existing Lochinvar Water Heater, Serial # HG15292920, 2011	1	EA	1	1	0.04%	$0	$11,232	$0	
Provide Bottle Filler Drinking Fountains	6	EA	1	6	0.18%	$43,546	$0	$0	
Piping									
Replace Portions- Domestic Water/Sanitary Piping and Valves	1	Allowance	1	1	1.10%	$135,000	$175,500	$0	
PLUMBING SYSTEMS SUBTOTAL					**1.74%**	**$275,746**	**$197,964**	**$0**	

Building 01 – Livonia City Hall

Summary of Budgets:

City Hall									
Building SF	67,736			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors 1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
5.0 HVAC SYSTEMS									
Equipment									
Existing Lochinvar Boiler, Serial # I11H10196040, 2011	1	EA		-	0.00%	$0	$0	$0	
Existing Lochinvar Boiler, Serial # I11H10196045, 2011	1	EA		-	0.00%	$0	$0	$0	
Existing Lochinvar Boiler, Serial # I11H10202692, 2011	1	EA		-	0.00%	$0	$0	$0	
Existing Lochinvar Boiler, 2011	1	EA		-	0.00%	$0	$0	$0	
Existing Lochinvar Boiler, Serial # H985854, 1998	1	EA	1	1	0.71%	$175,392	$0	$0	
Existing Lochinvar Boiler, Serial # H985853, 1998	1	EA	1	1	0.71%	$175,392	$0	$0	
Existing Lochinvar Boiler, Serial # H985852, 1998	1	EA	1	1	0.71%	$175,392	$0	$0	
Replace Boiler Pumps	3	EA	1	3	0.11%	$27,216	$0	$0	
Existing Trane Air Handler Unit, Serial # C18H06307, 2018	1	EA		-	0.00%	$0	$0	$0	
Existing Trane Air Handler Unit, Serial # C18H06309, 2018	1	EA		-	0.00%	$0	$0	$0	
Existing Alton Air Handling Unit (Not Able to Read Tag)	1	EA	1	1	1.10%	$270,000	$0	$0	
Replace Existing Variable Air Volume (VAV) Units	30	EA	1	30	0.79%	$0	$252,720	$0	
Existing McQuay Chiller, Serial #58K8504302, 1998	1	EA	1	1	0.88%	$216,000	$0	$0	
Existing Fujitsu Split System, Serial # KSA031893	1	EA	1	1	0.03%	$0	$0	$11,189	
Existing Fujitsu Split System, Serial # KSA022850	1	EA	1	1	0.03%	$0	$0	$11,189	
Piping									
Replace Portions- Hydronic Piping and Valves	1	Allowance	1	1	1.10%	$270,000	$0	$0	
Other HVAC									
Air and Water Balance	67,736	SF	1	67,736	0.09%	$21,946	$0	$0	
Commissioning	67,736	SF	1	67,736	0.06%	$14,631	$0	$0	
Temperature Controls	67,736	SF	1	67,736	1.49%	$365,774	$0	$0	
Clean/Sanitize All Ductwork and Grilles	1	Allowance	1	1	1.32%	$324,000	$0	$0	
HVAC SYSTEMS SUBTOTAL					**9.12%**	**$2,035,744**	**$252,720**	**$22,378**	
6.0 ELECTRICAL SYSTEMS									
Power									
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.44%	$108,000	$0	$0	
Power for new HVAC	1	Allowance	1	1	0.25%	$60,480	$0	$0	
Upgrade Panels and Add New Circuits Throughout Building	67,736	SF	1	67,736	0.89%	$0	$285,304	$0	
Panel Capacity Investigations and Re-tagging	1	Allowance	1	1	0.20%	$48,600	$0	$0	
Lighting									
Replace Lighting with LEDs (New OS, Switching, and Controls	67,736	SF	1	67,736	2.97%	$731,549	$0	$0	
Replace Exterior Wall Packs	12	EA	1	12	0.04%	$10,886	$0	$0	
Replace Emergency & Exit Lights	67,736	SF	1	67,736	0.09%	$21,946	$0	$0	
Fire Alarm System									
Adjustments to Fire Alarm System	1	Allowance	1	1	0.20%	$0	$63,180	$0	
ELECTRICAL SYSTEMS SUBTOTAL					**5.08%**	**$981,462**	**$348,484**	**$0**	
7.0 SECURITY									
Security									
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$280,800	$0	
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$105,300	$0	
SECURITY SYSTEMS SUBTOTAL					**1.21%**	**$0**	**$386,100**	**$0**	
8.0 ABATEMENT									
Abatement									
Abatement Allowance	1	Allowance	1	1	2.19%	$0	$0	$799,200	
ABATEMENT SUBTOTAL					**2.19%**	**$0**	**$0**	**$799,200**	
9.0 FURNITURE & EQUIPMENT									
General Furniture									
FFE Allowance	1	Allowance	1	1	3.29%	$270,000	$351,000	$399,600	
FURNITURE & EQUIPMENT SUBTOTAL					**3.29%**	**$270,000**	**$351,000**	**$399,600**	
10.0 TECHNOLOGY									
Technology									
Relocate Date Center from Basement to Above Ground	1	Allowance	1	1	6.58%	$1,620,000	$0	$0	
Re-rack Servers SAN (2020)		EA		-	0.00%	$0	$0	$0	
Re-rack Servers Host (2021)		EA		-	0.00%	$0	$0	$0	
New Phone System	1	Allowance	1	1	2.19%	$0	$702,000	$0	
TECHNOLOGY SUBTOTAL					**10.71%**	**$1,778,502**	**$908,053**	**$234,583**	
SOFT COSTS									
Building Infrastructure Improvement Total:					78.20%	$9,774,252	$5,989,095	$6,426,039	
Project Contingency:	10.00%				6.42%	$772,575	$473,004	$579,186	
Permits, Testing & Printing:	2.50%				1.77%	$212,458	$130,076	$159,276	
Professional Fees & Costs:	9.00%				7.10%	$854,528	$523,179	$640,624	
Construction Manager Fee & Costs:	9.00%				6.51%	$783,970	$479,981	$587,729	
PROJECT TOTAL					**100.00%**	**$12,397,784**	**$7,595,335**	**$8,392,853**	

Building 01 – Livonia City Hall

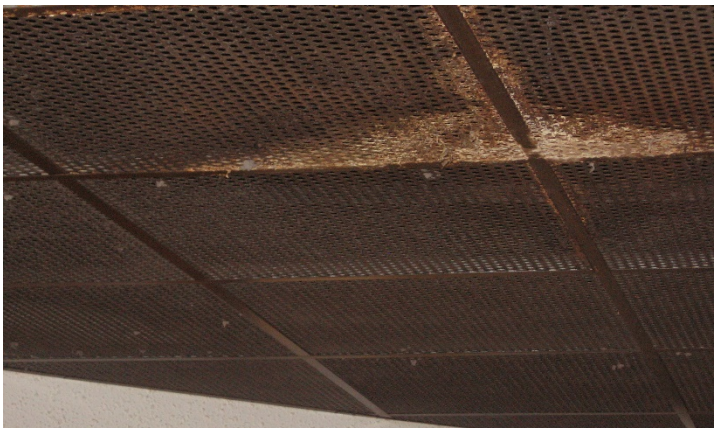
Photos: Provided by City of Livonia



Phone Room Leak Aftermath



Fifth Floor 2013



Fifth Floor Ventilation Grates 2013



First Floor Leak



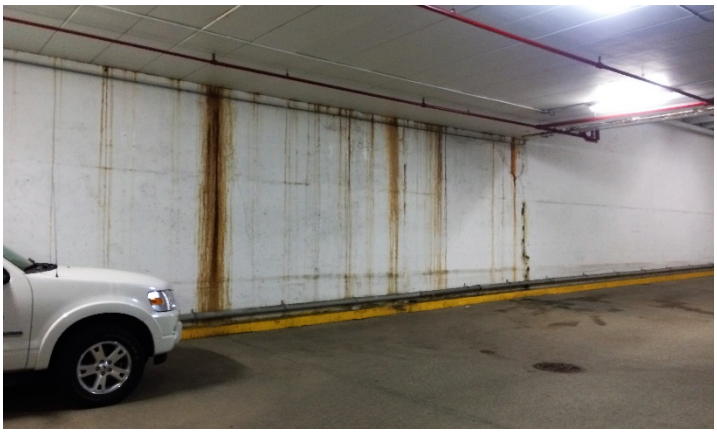
Annex Lobby 2017



Basement Leak Near Elevator 2016

Building 01 – Livonia City Hall

Photos: Provided by City of Livonia



Garage 20107



Garage 2017



Garage 2017



Ruptured Pipe in Annex 2022



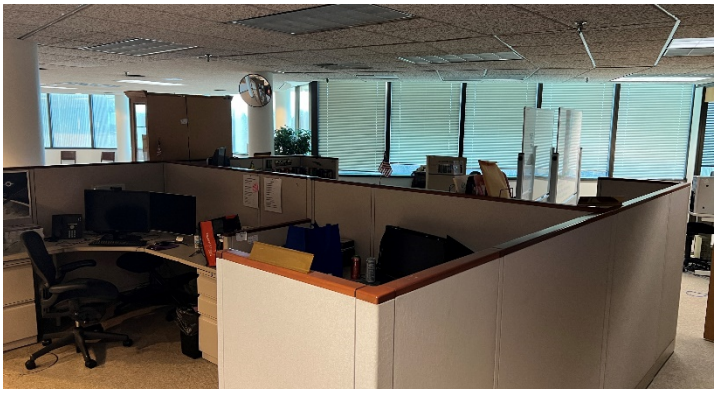
Annex Hall Damage 2022



Basement Storage & Sump 2016

Building 01 – Livonia City Hall

Photos:







Building 01 – Livonia City Hall

Photos:










Building 01 – Livonia City Hall

Photos:

















Building 01 – Livonia City Hall

Photos:










Building 01 – Livonia City Hall

Photos:















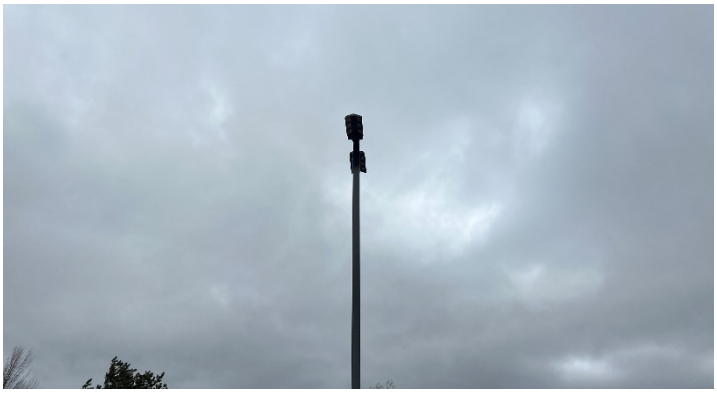


Building 01 – Livonia City Hall

Photos:










Building 01 – Livonia City Hall

Photos:










Building 02 – Livonia Police Department



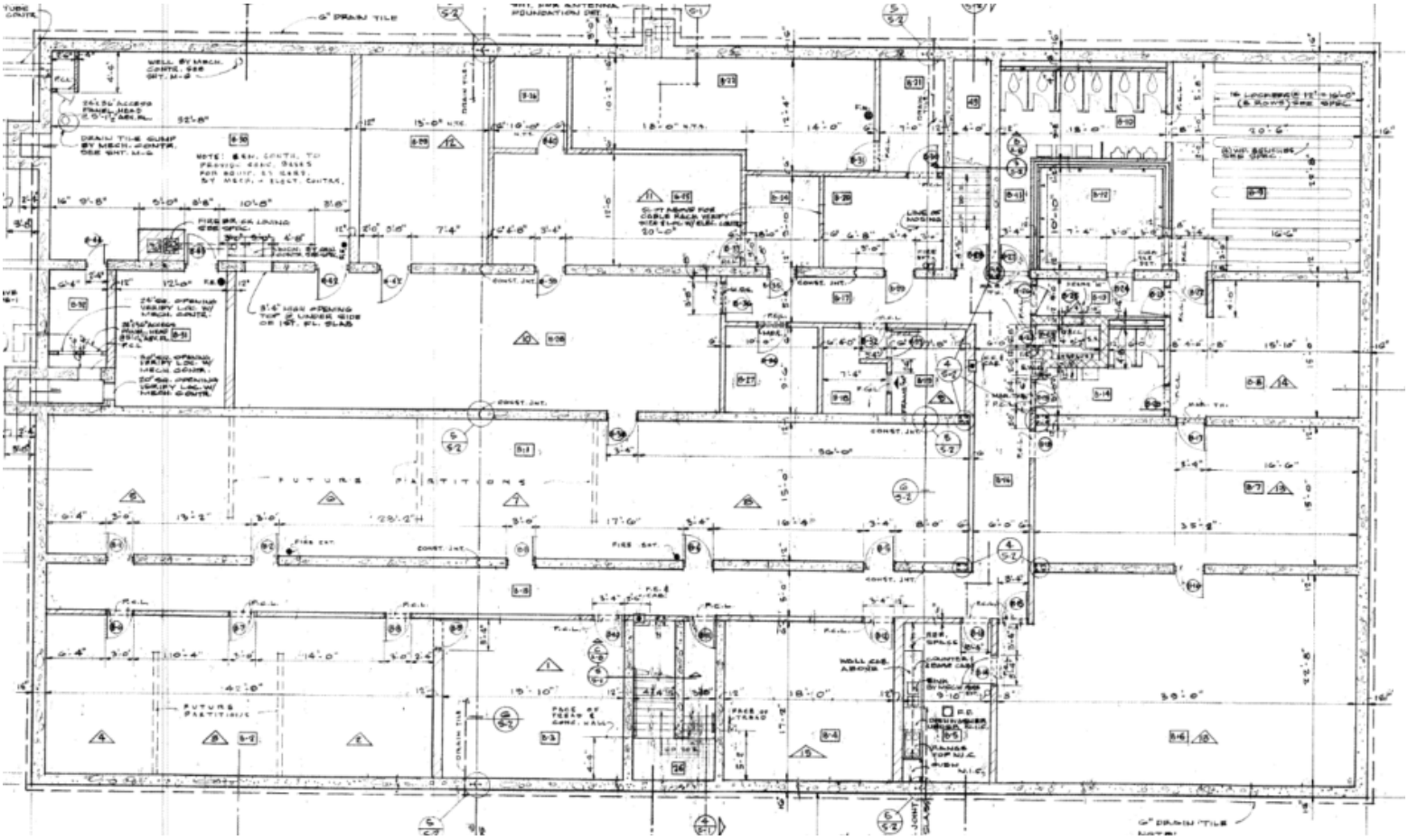
Address:	15050 Farmington Rd. Livonia MI 48154
Year Built:	1961/1987
Square Footage:	59,540
Site Area:	46.48 Acres
Parking Spaces:	76
Stories:	1
Basement:	Yes
Elevator(s):	Yes
Exterior Façade:	Brick
Roof:	PVC
Fire Protection:	No

Site Plan:



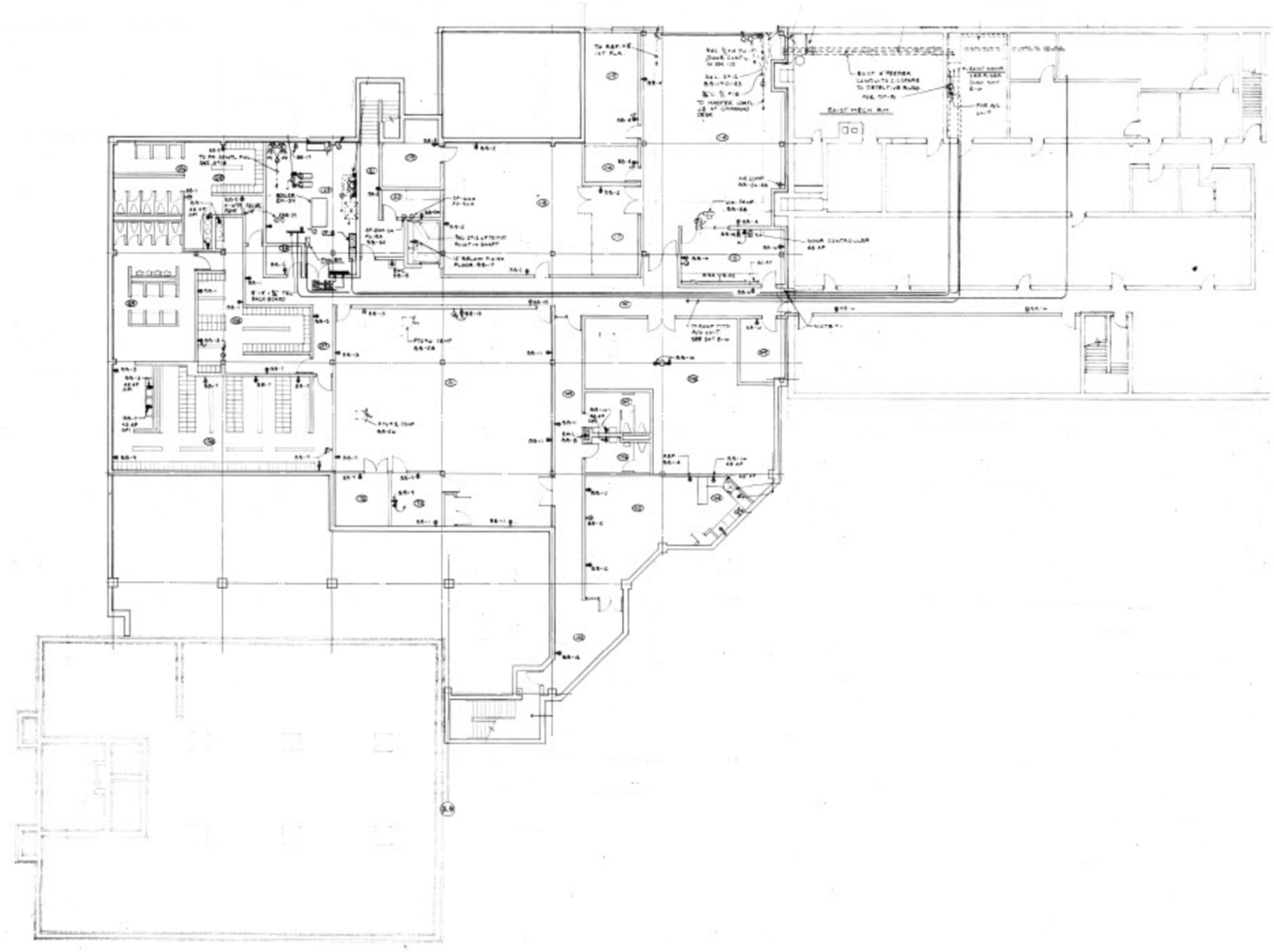
Building 02 – Livonia Police Department

Basement Floor Plan (1961):



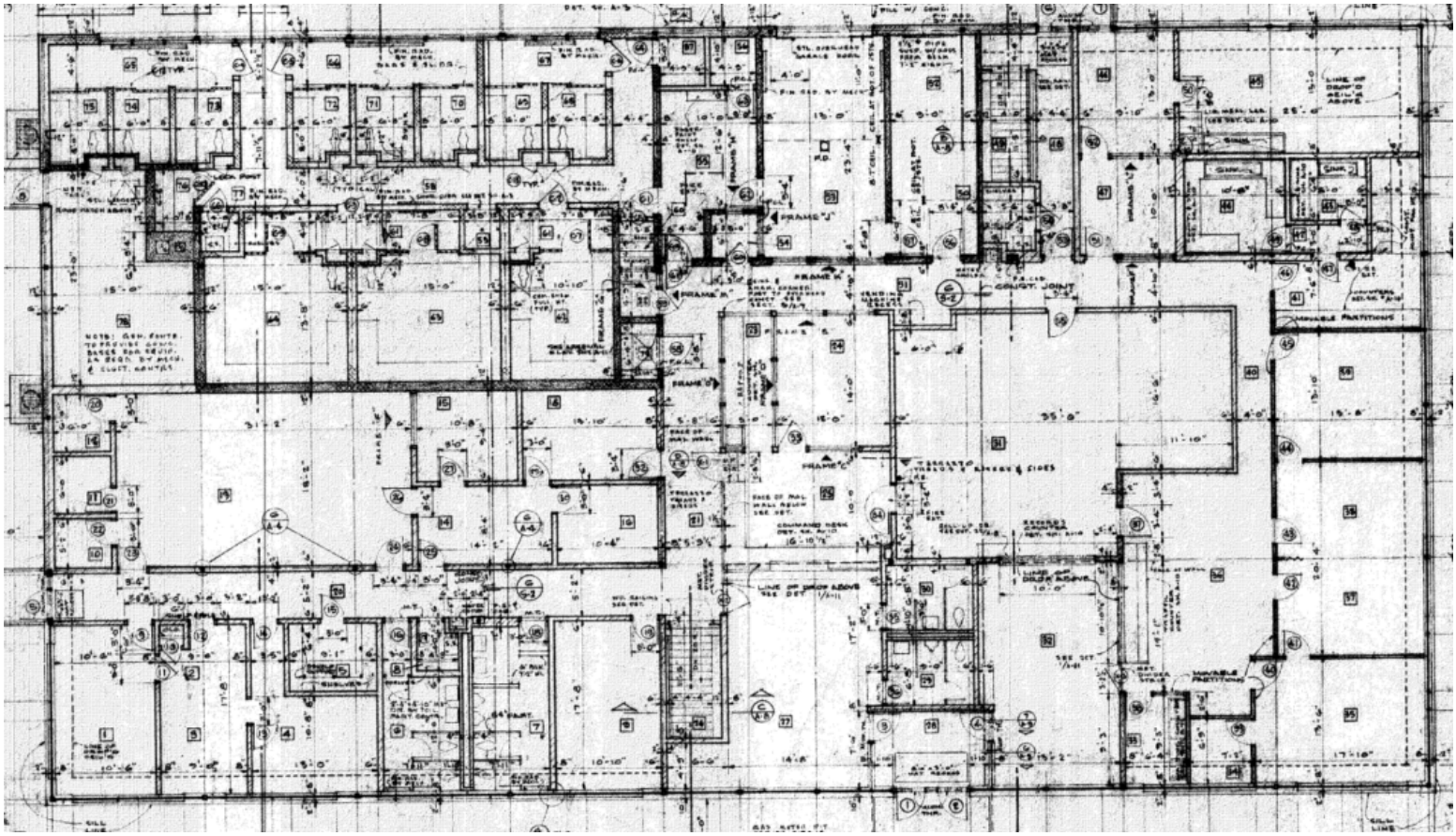
Building 02 – Livonia Police Department

Basement Floor Plan (1986):



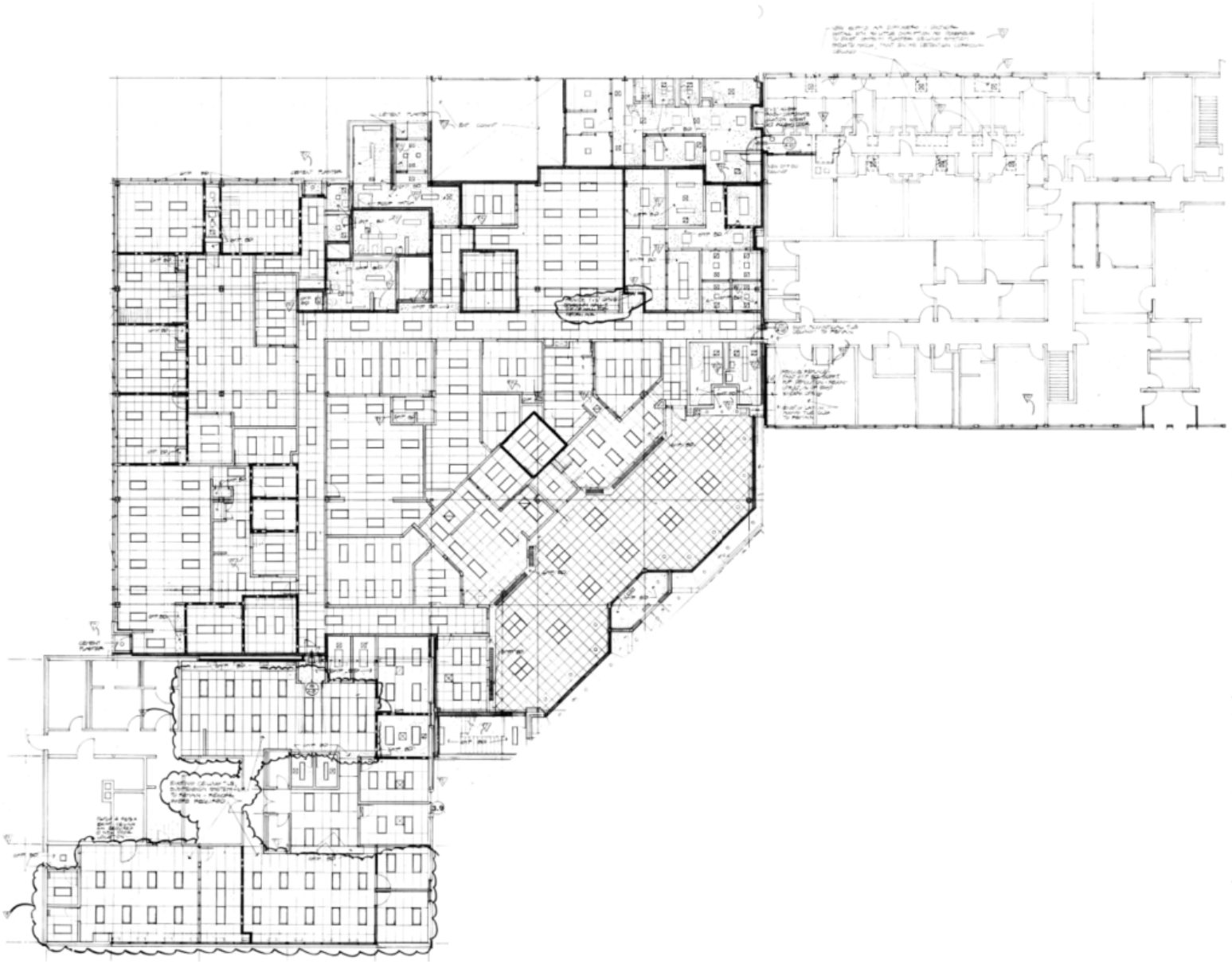
Building 02 – Livonia Police Department

1st Floor Plan (1961):



Building 02 – Livonia Police Department

1st Floor Plan (1986):



Building 02 – Livonia Police Department

Summary of Budgets:

Police Department									
Building SF	59,540			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =		Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
1.0 SITE									
Paving									
Pavement and Base Reconstruction	156,000	SF	1	156,000	8.23%	$0	$1,314,144	$0	
Replace Concrete Stairs and Railings	1	Allowance	1	1	0.22%	$27,000	$0	$0	
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.39%	$48,384	$0	$0	
Sealcoating/Re-striping	156,000	SF	1	156,000	0.41%	$50,544	$0	$0	
Utilities									
Catch Basin / Manholes	6	EA	1	6	0.24%	$0	$37,740	$0	
Misc. Utility Repairs	1	Allowance	1	1	0.44%	$0	$70,200	$0	
Fire Suppression Utilities	1	Allowance	1	1	0.44%	$54,000	$0	$0	
Misc.									
Monument Sign - Powered & Electronic Display	1	EA	1	1	0.44%	$54,000	$0	$0	
Reapirs Needed for Carports	1	Allowance	1	1	1.76%	$0	$280,800	$0	
Rework Concrete Entrance (Ramps and Railings)	1	Allowance	1	1	1.76%	$216,000	$0	$0	
SITE SUBTOTAL					**14.33%**	**$449,928**	**$1,702,884**	**$0**	
2.0 BUILDING ENVELOPE									
Roofing Work									
Existing PVC Roof (Under Warranty- Install Year Unknown)	37000		1	37,000	0.00%	$0	$0	$0	
Install Guard Rails Around Roof Hatch	1	Allowance	1	1	0.04%	$5,400	$0	$0	
Windows									
Replace Exterior Window Systems	1	Allowance	1	1	2.64%	$324,000	$0	$0	
Re-caulk Windows	1	Allowance	1	1	0.75%	$91,800	$0	$0	
Exterior Walls									
Re-Caulk Expansion Joints	1	Allowance	1	1	0.13%	$16,200	$0	$0	
Tuckpointing	1	Allowance	1	1	0.66%	$81,000	$0	$0	
Exterior Doors									
Overhead Door Replacement	2	EA	1	2	0.20%	$24,192	$0	$0	
BUILDING ENVELOPE SUBTOTAL					**4.42%**	**$542,592**	**$0**	**$0**	
3.0 INTERIOR/FINISHES									
Interior Doors & Hardware									
Replace Interior Doors & Hardware	240	EA	1	240	8.44%	$1,036,800	$0	$0	
Walls & Partitions									
Replace Fabric Wall Panels in Line Up Room	1	Allowance	1	1	0.13%	$16,200	$0	$0	
Ceilings									
Remove Existing & Install New Acoustic Tile Ceiling	60,000	SF	1	60,000	4.49%	$550,800	$0	$0	
Flooring									
Remove & Replace Flooring - Carpet	30,000	SF	1	30,000	1.77%	$108,540	$141,102	$0	
Remove & Replace VCT Flooring with LVT	30,000	SF	1	30,000	2.37%	$0	$379,080	$0	
Remove & Replace Carpet- Training Room	1	Allowance	1	1	0.44%	$54,000	$0	$0	
New Tile At Old Lobby Entrance	1	Allowance	1	1	0.04%	$5,400	$0	$0	
Windows									
Remove & Replace Window Treatments	1	Allowance	1	1	0.53%	$0	$0	$95,904	
Paint									
Paint - Basement	1	Allowance	1	1	0.66%	$81,000	$0	$0	
Paint - Interior	59,540	SF	1	59,540	0.79%	$0	$125,391	$0	
Paint Structural Steel in Carports	1	Allowance	1	1	0.53%	$64,800	$0	$0	
Paint Basement	1	Allowance	1	1	0.00%	$0	$0	$0	
Signage									
Replace Interior Signage	59,540	SF	1	59,540	0.21%	$0	$33,438	$0	
Restrooms									
Renovate Toilet Rooms	8	EA	1	8	3.52%	$432,000	$0	$0	
Casework & Countertops									
Replace Misc. Casework/Millwork	1	Allowance	1	1	0.35%	$21,600	$0	$31,968	
Other									
Elevator Cab Upgrade	1	Allowance	1	1	0.53%	$0	$84,240	$0	
Renovate Various Locker Rooms	1	Allowance	1	1	8.80%	$1,080,000	$0	$0	
Renovate Cafeteria / Lounge (In Process)	1	Allowance	1	1	0.09%	$10,800	$0	$0	
INTERIOR/FINISHES SUBTOTAL					**33.68%**	**$3,461,940**	**$763,251**	**$127,872**	
4.0 PLUMBING SYSTEMS									
Fire Protection									
New Fire Suppression System	40,000	SF	1	40,000	1.76%	$216,000	$0	$0	
Equipment & Fixtures									
Existing Lochinvar Hot Water Heater, Serial # 102522081, 2015	1	EA	1	1	0.07%	$0	$11,232	$0	
Existing Lochinvar Hot Water Heater, Serial # AB4230360, 2004- Replaced 2022	1	EA	1	1	0.07%	$0	$0	$0	
Existing Lochinvar Hot Water Heater, Serial # AB4258516, 2004- Replaced 2022	1	EA	1	1	0.07%	$0	$0	$0	
Existing Lochinvar Hot Water Heater, Serial # 1243A006858, 2012	1	EA	1	1	0.07%	$8,640	$0	$0	
Provide Bottle Filler Drinking Fountains	6	EA	1	6	0.35%	$43,546	$0	$0	
Piping		0			0.00%	$0	$0	$0	
Replace Piping, Valves & Unions	1	Allowance	1	1	0.22%	$0	$0	$39,960	
PLUMBING SYSTEMS SUBTOTAL					**2.62%**	**$268,186**	**$11,232**	**$39,960**	

Building 02 – Livonia Police Department

Summary of Budgets:

Police Department									
Building SF	59,540			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =		Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
5.0 HVAC SYSTEMS									
Equipment									
Existing Lochinvar Boiler, 2009	1	EA	1	1	0.00%	$0	$0	$0	
Existing Lochinvar Boiler, Serial # I09H00221808, 2009	1	EA	1	1	0.00%	$0	$0	$0	
Existing Carrier Roof Top Unit, Serial # 2496G21157, 1996 (In Process)	1	EA	1	1	0.22%	$27,000	$0	$0	
Existing Trane Roof Top Unit, Serial # C13H04967, 2013	1	EA	1	1	0.22%	$0	$0	$39,960	
Existing Liebert Condensing Unit, Serial # 0739C03857, 2007	1	EA	1	1	0.22%	$0	$0	$39,960	
Existing Liebert Condensing Unit, Serial # 0112C46261, 2001	1	EA	1	1	0.22%	$0	$0	$39,960	
Existing Carrier Air Handling Unit, Serial # 2213U21703, 2021		EA		-	0.00%	$0	$0	$0	
Existing Trane Chiller, Serial # J98H82634, 1998	1	EA	1	1	0.88%	$108,000	$0	$0	
Existing Fujitsu Split System, Serial # BWB 000063, 2017	1	EA	1	1	0.12%	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # BWP 000546, 2016	1	EA	1	1	0.12%	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # QVA 017109, 2019	1	EA	1	1	0.12%	$0	$0	$22,378	
Existing Fujitsu Split System, Serial # QVN 012696, 2019	1	EA	1	1	0.12%	$0	$0	$22,378	
Piping									
Replace Piping, Valves & Unions	1	Allowance	1	1	0.22%	$0	$0	$39,960	
Other HVAC									
Air and Water Balance	59,540	SF	1	59,540	0.16%	$0	$0	$28,551	
Commissioning	59,540	SF	1	59,540	0.10%	$0	$0	$19,034	
Temperature Controls	59,540	SF	1	59,540	1.47%	$0	$0	$266,472	
HVAC SYSTEMS SUBTOTAL					**4.32%**	**$135,000**	**$0**	**$584,890**	
6.0 ELECTRICAL SYSTEMS									
Power									
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.18%	$21,600	$0	$0	
Replace Existing Electrical Panels	1	Allowance	1	1	0.44%	$0	$0	$79,920	
Power for new HVAC	1	Allowance	1	1	0.49%	$60,480	$0	$89,510	
Miscellaneous Power Allowance	59,540	SF	1	59,540	0.21%	$25,721	$0	$0	
Panel Capacity Investigations and Re-tagging	1	Allowance	1	1	0.15%	$18,144	$0	$0	
Lighting									
Replace Lighting with LED's (New OS, Switching, etc.)	59,540	SF	1	59,540	3.82%	$469,413	$0	$0	
Replace Exterior Wall Packs	12	EA	1	12	0.09%	$10,886	$0	$0	
Fire Alarm System									
Adjustments to Fire Alarm System	1	Allowance	1	1	0.10%	$0	$0	$17,902	
Other									
Replace PA System	1	Allowance	1	1	0.88%	$108,000	$0	$0	
ELECTRICAL SYSTEMS SUBTOTAL					**6.36%**	**$714,245**	**$0**	**$187,332**	
7.0 SECURITY									
Security									
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$0	$119,880	
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$0	$119,880	
Security Allowance	1	Allowance	1	1	0.88%	$36,000	$46,800	$53,280	
SECURITY SYSTEMS SUBTOTAL					**2.20%**	**$36,000**	**$46,800**	**$293,040**	
8.0 ABATEMENT									
Abatement									
Abatement Allowance	1	Allowance	1	1	4.40%	$540,000	$0	$0	
ABATEMENT SUBTOTAL					**4.40%**	**$540,000**	**$0**	**$0**	
9.0 FURNITURE & EQUIPMENT									
General Furniture									
FFE Allowance	1	Allowance	1	1	2.46%	$151,200	$0	$223,776	
Other									
Replace Jail Metal Benches/Cots	1	Allowance	1	1	0.66%	$81,000	$0	$0	
FURNITURE & EQUIPMENT SUBTOTAL					**3.12%**	**$232,200**	**$0**	**$223,776**	
10.0 TECHNOLOGY									
Technology									
Primary Dispatch Center - 2020		EA		-	0.00%	$0	$0	$0	
Primary Dispatch Center Equipment - 2021		EA		-	0.00%	$0	$0	$0	
Laptop/Desktop Replacement (Every 5 Years) $2,400/Each		EA		-	0.00%	$0	$0	$0	
TECHNOLOGY SUBTOTAL					**0.00%**	**$0**	**$0**	**$0**	
SOFT COSTS									
Building Infrastructure Improvement Total:					75.44%	$6,380,091	$2,524,166	$1,456,870	
Project Contingency:	10.00%				7.23%	$614,789	$252,417	$123,309	
Permits, Testing & Printing:	2.50%				1.99%	$169,067	$69,415	$33,910	
Professional Fees & Costs:	9.00%				8.00%	$680,004	$279,192	$136,390	
Construction Manager Fee & Costs:	9.00%				7.34%	$623,857	$256,140	$125,128	
PROJECT TOTAL					**100.00%**	**$8,467,808**	**$3,381,330**	**$1,875,608**	

Building 02 – Livonia Police Department

Photos:

















Building 02 – Livonia Police Department

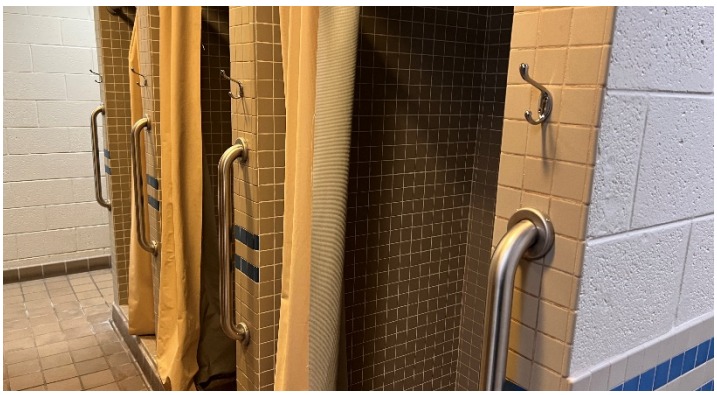
Photos:





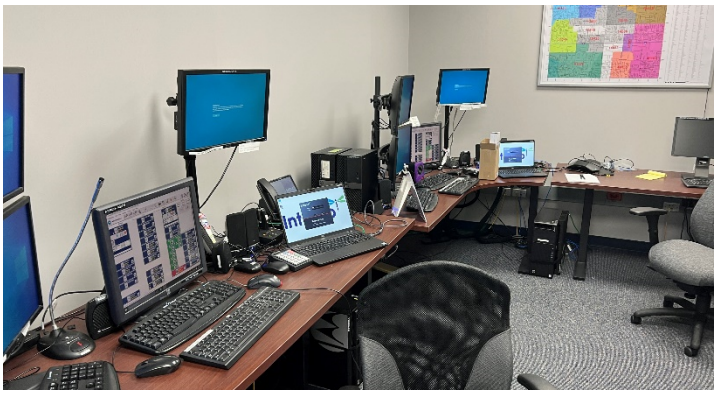












Building 02 – Livonia Police Department

Photos:

















Building 02 – Livonia Police Department

Photos:

















Building 02 – Livonia Police Department

Photos:







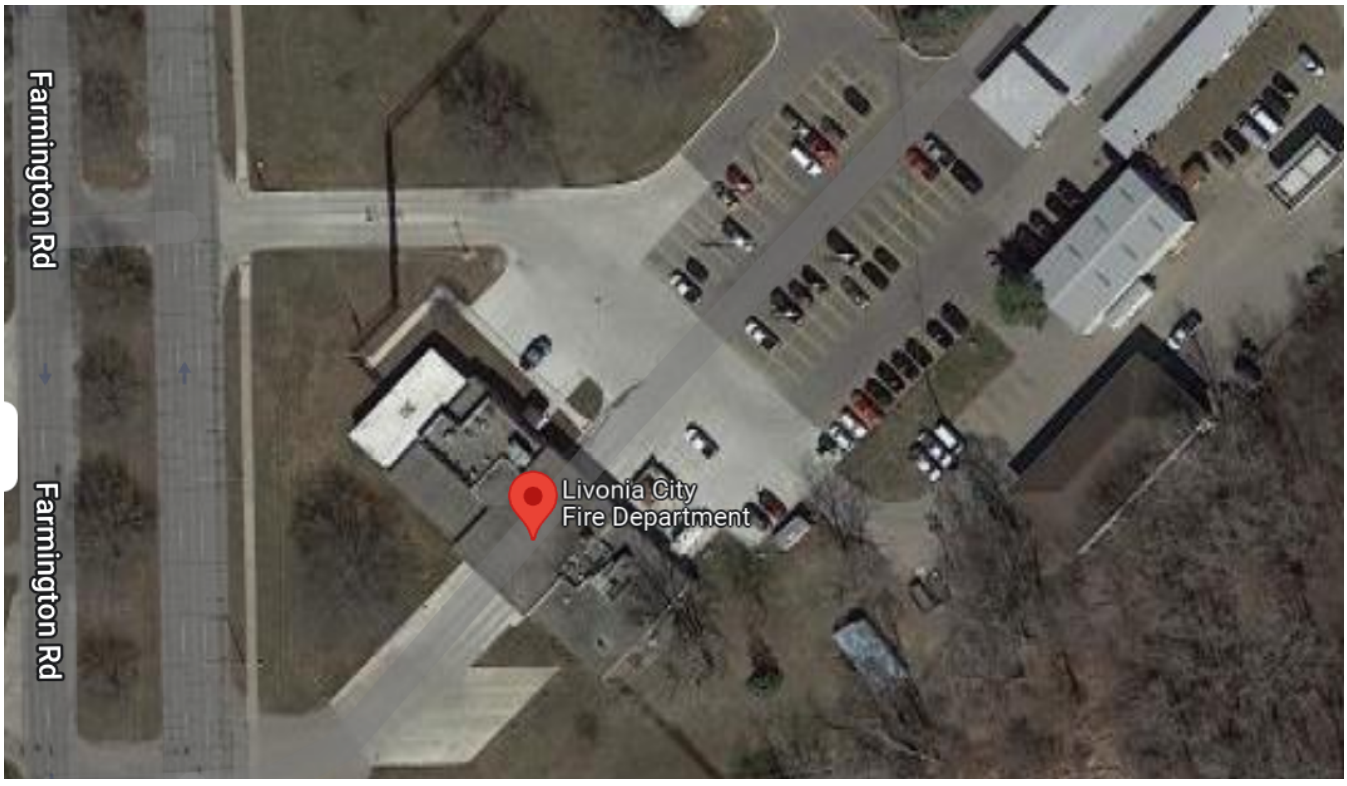



Building 03 – Livonia City Fire Department



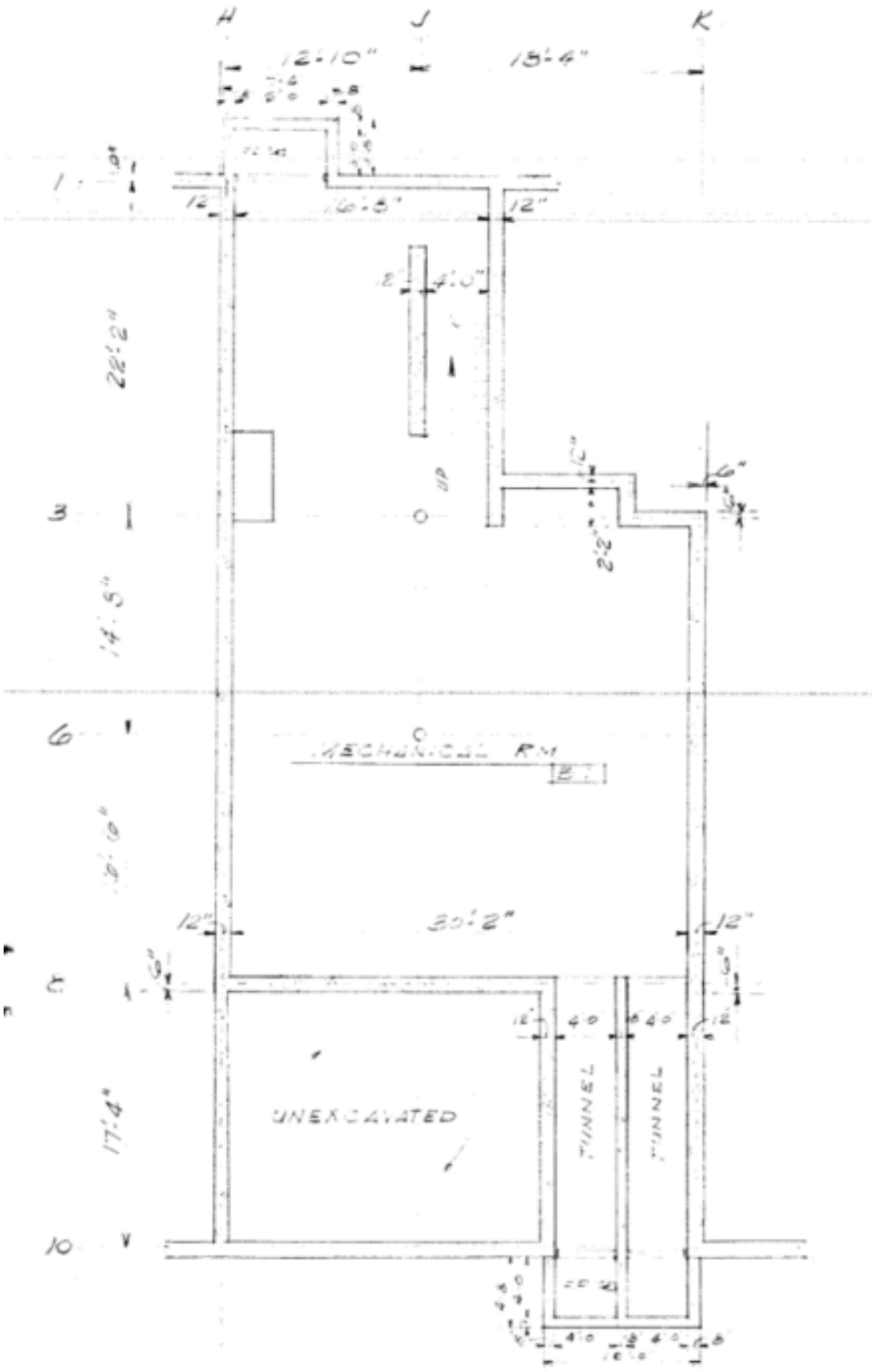
Address:	14910 Farmington Rd. Livonia MI 48154
Year Built:	1967 – 2018 (Addition)
Square Footage:	13,137
Site Area:	46.48 Acres
Parking Spaces:	26
Stories:	1
Basement:	Yes
Elevator(s):	No
Exterior Façade:	Brick
Roof:	PVC (Addition) & Tar
Fire Protection:	No

Site Plan:



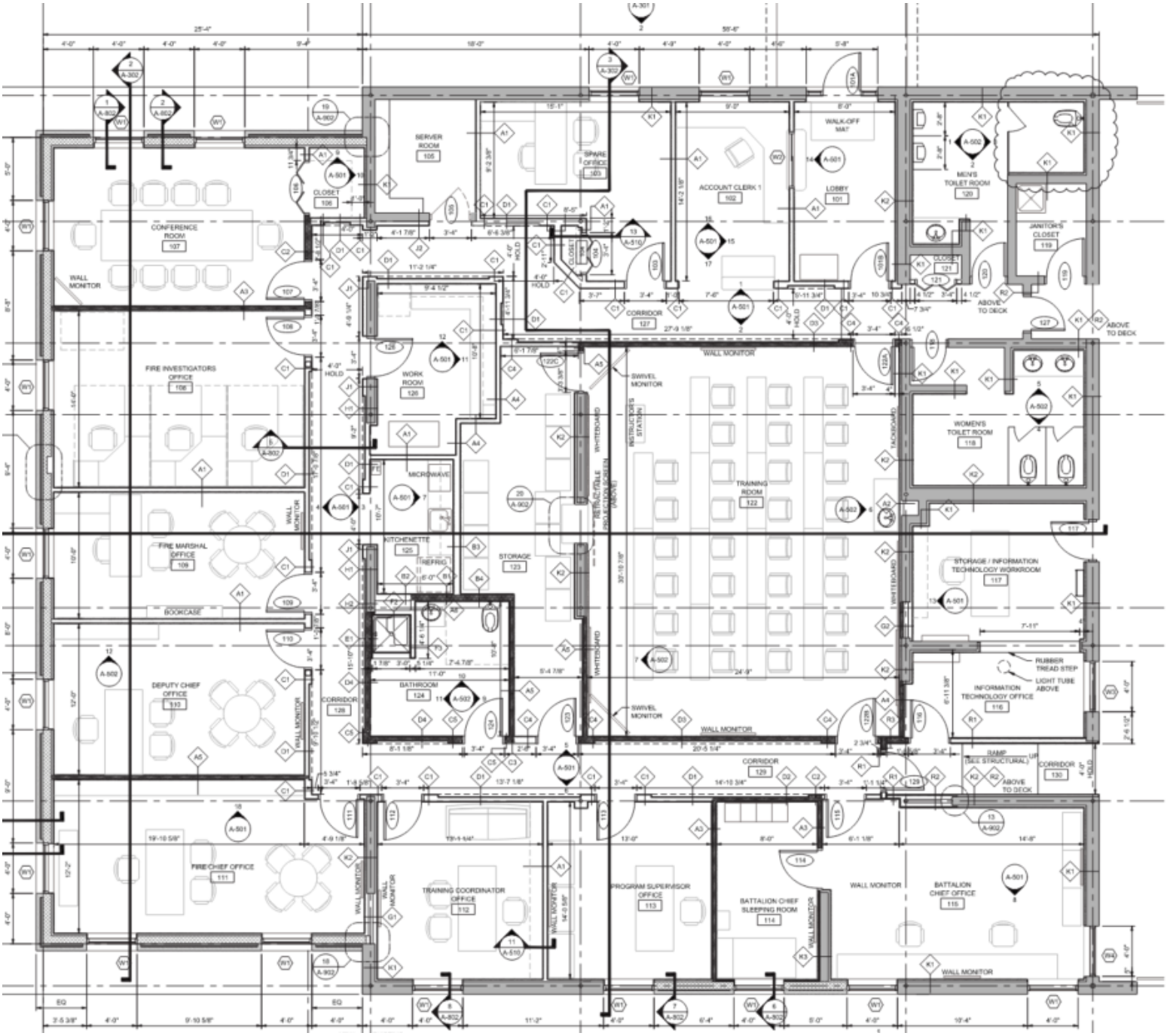
Building 03 – Livonia City Fire Department

Basement Floor Plan:



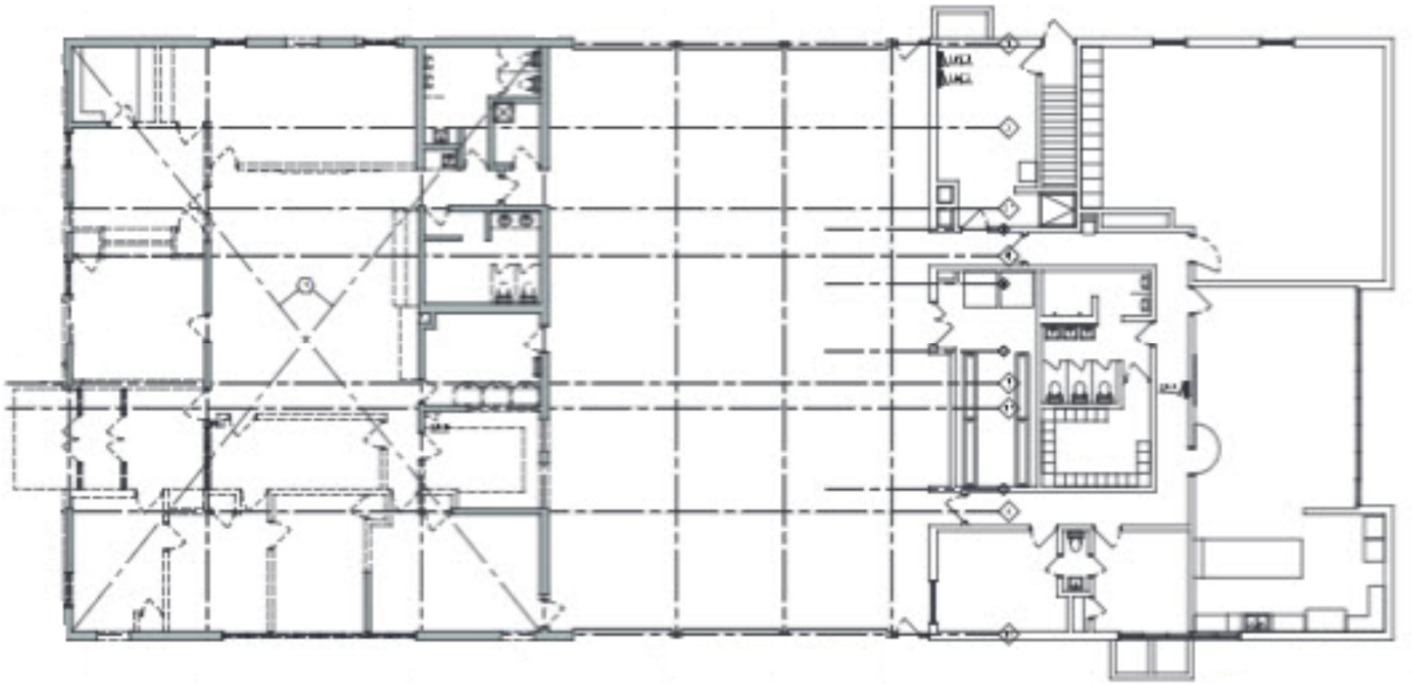
Building 03 – Livonia City Fire Department

1st Floor Plan (W/ Addition- 2017):

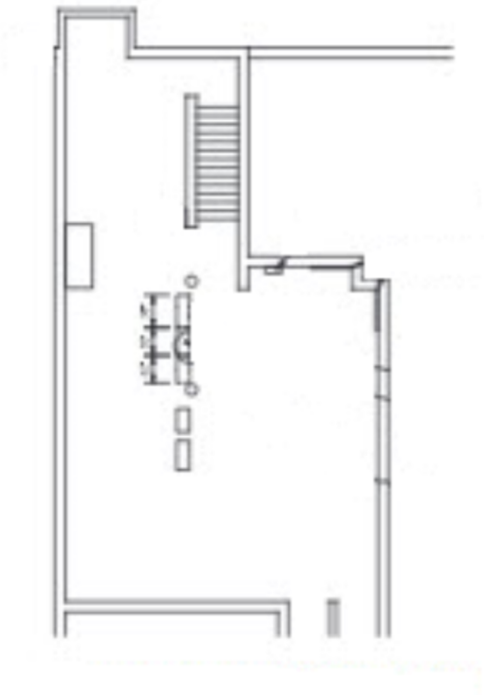


Building 03 – Livonia City Fire Department

1st Floor Plan:



Basement Floor Plan:



Penthouse Floor Plan:



Building 03 – Livonia City Fire Department

Summary of Budgets:

Fire Department #1									
Building SF	13,137			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =		Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
1.0 SITE									
Paving									
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.42%	$10,800	$0	$0	
Landscaping									
Improve Landscaping	1	Allowance	1	1	0.21%	$0	$0	$7,992	
Utilities									
Misc. Utility Repairs	1	Allowance	1	1	0.42%	$0	$0	$15,984	
Misc.									
Monument Sign - Powered & Electronic Display	1	EA	1	1	2.12%	$0	$70,200	$0	
SITE SUBTOTAL					**3.18%**	**$10,800**	**$70,200**	**$23,976**	
2.0 BUILDING ENVELOPE									
Roofing Work									
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered (Old Portion of Bldg.)- In Process	12,000	SF	1	12,000	17.83%	$453,600	$0	$0	
Windows									
Re-caulk Windows	1	Allowance	1	1	0.64%	$16,200	$0	$0	
Exterior Walls									
Re-Caulk Expansion Joints	1	Allowance	1	1	0.64%	$16,200	$0	$0	
Tuckpointing	1	Allowance	1	1	1.27%	$32,400	$0	$0	
Exterior Doors									
Exterior Hollow Metal Doors/Frames/Hardware- Single Door	1	EA	1	1	0.13%	$3,240	$0	$0	
BUILDING ENVELOPE SUBTOTAL					**20.50%**	**$521,640**	**$0**	**$0**	
3.0 INTERIOR/FINISHES									
Interior Doors & Hardware									
Replace Interior Doors & Hardware	35	EA	1	35	5.94%	$151,200	$0	$0	
Ceilings									
Remove Existing & Install New Acoustic Tile Ceiling	12,000	SF	1	12,000	0.00%	$0	$143,208	$0	
Flooring									
Remove & Replace Flooring - Carpet	6,000	SF	1	6,000	1.71%	$0	$0	$64,256	
Remove & Replace Corridor Flooring - LVT	2,500	SF	1	2,500	0.96%	$0	$0	$35,964	
Paint									
Paint - Interior	13,137	SF	1	13,137	0.84%	$0	$0	$31,497	
Restrooms									
Renovate Toilet/Locker Rooms	2	EA	1	2	1.43%	$36,288	$0	$0	
Lockers									
Replace Lockers by Dormitory	1	Allowance	1	1	2.12%	$54,000	$0	$0	
Casework & Countertops									
Replace Misc. Casework/Millwork	1	Allowance	1	1	2.12%	$0	$0	$79,920	
INTERIOR/FINISHES SUBTOTAL					**19.44%**	**$241,488**	**$143,208**	**$211,637**	
4.0 PLUMBING SYSTEMS									
Fire Protection									
New Fire Suppression System	13,137	SF	1	13,137	2.79%	$70,940	$0	$0	
Equipment & Fixtures									
Existing Lochinvar Hot Water Heater, Serial # 1326A008396, 2013	1	EA	1	1	0.34%	$0	$11,232	$0	
Replace Flush Valves & Faucets	1	Allowance	1	1	0.48%	$0	$0	$17,902	
Piping									
Replace Piping, Valves & Unions	1	Allowance	1	1	0.64%	$0	$0	$23,976	
PLUMBING SYSTEMS SUBTOTAL					**4.24%**	**$70,940**	**$11,232**	**$41,878**	
5.0 HVAC SYSTEMS									
Equipment									
Existing Lochinvar Boiler, Serial # G985529, 1998	1	EA	1	1	3.18%	$0	$105,300	$0	
Existing Lochinvar Boiler, Serial # G985530, 1998	1	EA	1	1	3.18%	$0	$105,300	$0	
Replace Boiler Pumps	2	EA	1	2	0.71%	$0	$23,587	$0	
Existing Trane Split System Heat Pump, Serial # 1802S1043X, 2018	1	EA	1		0.00%	$0	$0	$0	
Existing Trane Split System Heat Pump, Serial #, 1804S2187X, 2018	1	EA	1		0.00%	$0	$0	$0	
Existing Trane Roof Top Unit, Serial # 181312500L, 2018	1	EA	1		0.00%	$0	$0	$0	
Existing Trane Roof Top Unit Serial # 181410054D, 2018	1	EA	1		0.00%	$0	$0	$0	
Existing Trane Roof Top Unit Serial # N26101795D, 1998	1	EA	1	1	1.06%	$0	$0	$39,960	
Replace Exhaust Fans	5	EA	1	5	0.83%	$0	$27,518	$0	
Piping									
Replace Piping, Valves & Unions	1	Allowance	1	1	0.64%	$0	$0	$23,976	
Other HVAC									
Air and Water Balance	13,137	SF	1	13,137	0.17%	$0	$5,533	$0	
Commissioning	13,137	SF	1	13,137	0.11%	$0	$3,689	$0	
Temperature Controls	13,137	SF	1	13,137	1.56%	$0	$51,644	$0	
HVAC SYSTEMS SUBTOTAL					**11.45%**	**$0**	**$322,572**	**$63,936**	

Building 03 – Livonia City Fire Department

Summary of Budgets:

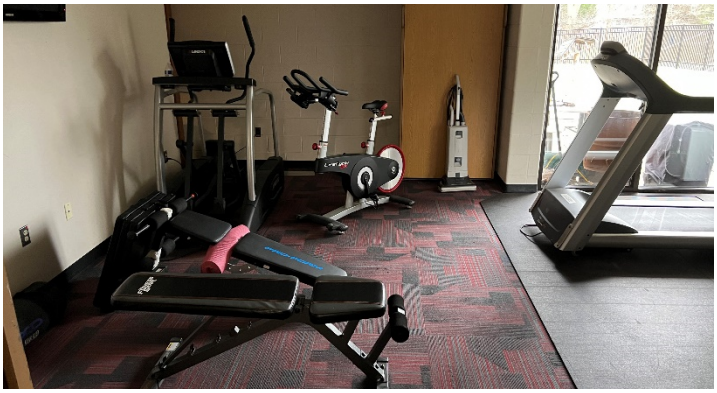
Fire Department #1									
Building SF	13,137			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =		Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
6.0 ELECTRICAL SYSTEMS									
Power									
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.85%	$0	$0	$31,968	
Power for new HVAC	1	Allowance	1	1	2.38%	$0	$0	$89,510	
Lighting									
Replace Lighting with LED's (New OS, Switching, etc.)	12,000	SF	1	12,000	3.72%	$0	$122,990	$0	
Replace Exterior Wall Packs	10	EA	1	10	0.36%	$0	$0	$13,427	
Fire Alarm System									
Replace Fire Alarm System	13,137	SF	1	13,137	1.23%	$31,214	$0	$0	
Other									
Existing Kohler Generator	1	EA	1		0.00%	$0	$0	$0	
ELECTRICAL SYSTEMS SUBTOTAL					**8.53%**	**$31,214**	**$122,990**	**$134,905**	
7.0 SECURITY									
Security									
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$0	$47,952	
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$0	$47,952	
SECURITY SYSTEMS SUBTOTAL					**2.55%**	**$0**	**$0**	**$95,904**	
8.0 ABATEMENT									
Abatement									
Abatement Allowance	1	Allowance	1	1	2.38%	$60,480	$0	$0	
ABATEMENT SUBTOTAL					**2.38%**	**$60,480**	**$0**	**$0**	
9.0 FURNITURE & EQUIPMENT									
General Furniture									
FFE Allowance	1	Allowance	1	1	3.18%	$81,000	$0	$0	
FURNITURE & EQUIPMENT SUBTOTAL					**3.18%**	**$81,000**	**$0**	**$0**	
SOFT COSTS									
Building Infrastructure Improvement Total:					75.46%	$1,017,561	$670,202	$572,236	
Project Contingency:	10.00%				7.23%	$93,656	$67,020	$57,224	
Permits, Testing & Printing:	2.50%				1.99%	$25,755	$18,431	$15,736	
Professional Fees & Costs:	9.00%				7.99%	$103,591	$74,130	$63,294	
Construction Manager Fee & Costs:	9.00%				7.33%	$95,038	$68,009	$58,068	
PROJECT TOTAL					**100.00%**	**$1,335,601**	**$897,792**	**$766,557**	

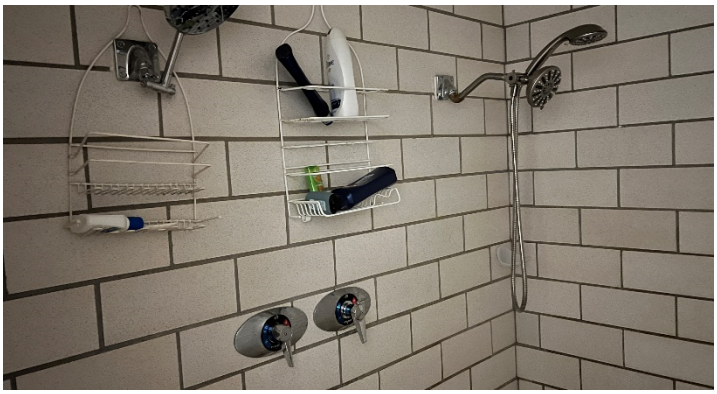
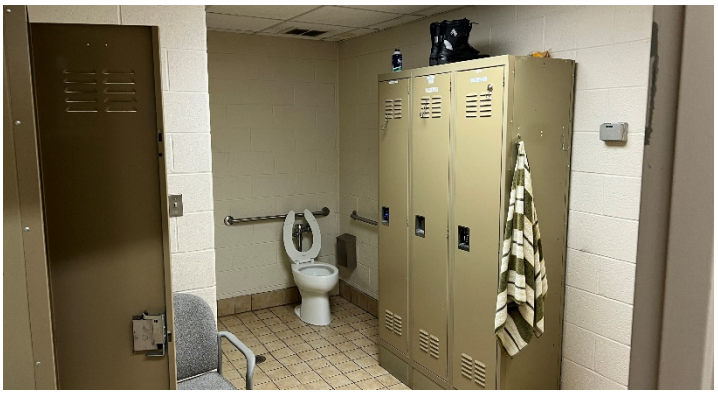
Building 03 – Livonia City Fire Department

Photos:







Building 03 – Livonia City Fire Department

Photos:









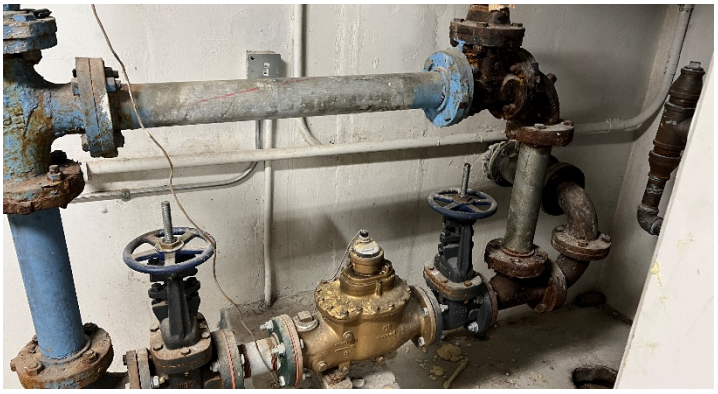

Building 03 – Livonia City Fire Department

Photos:

















Building 04 – Livonia Civic Center Library



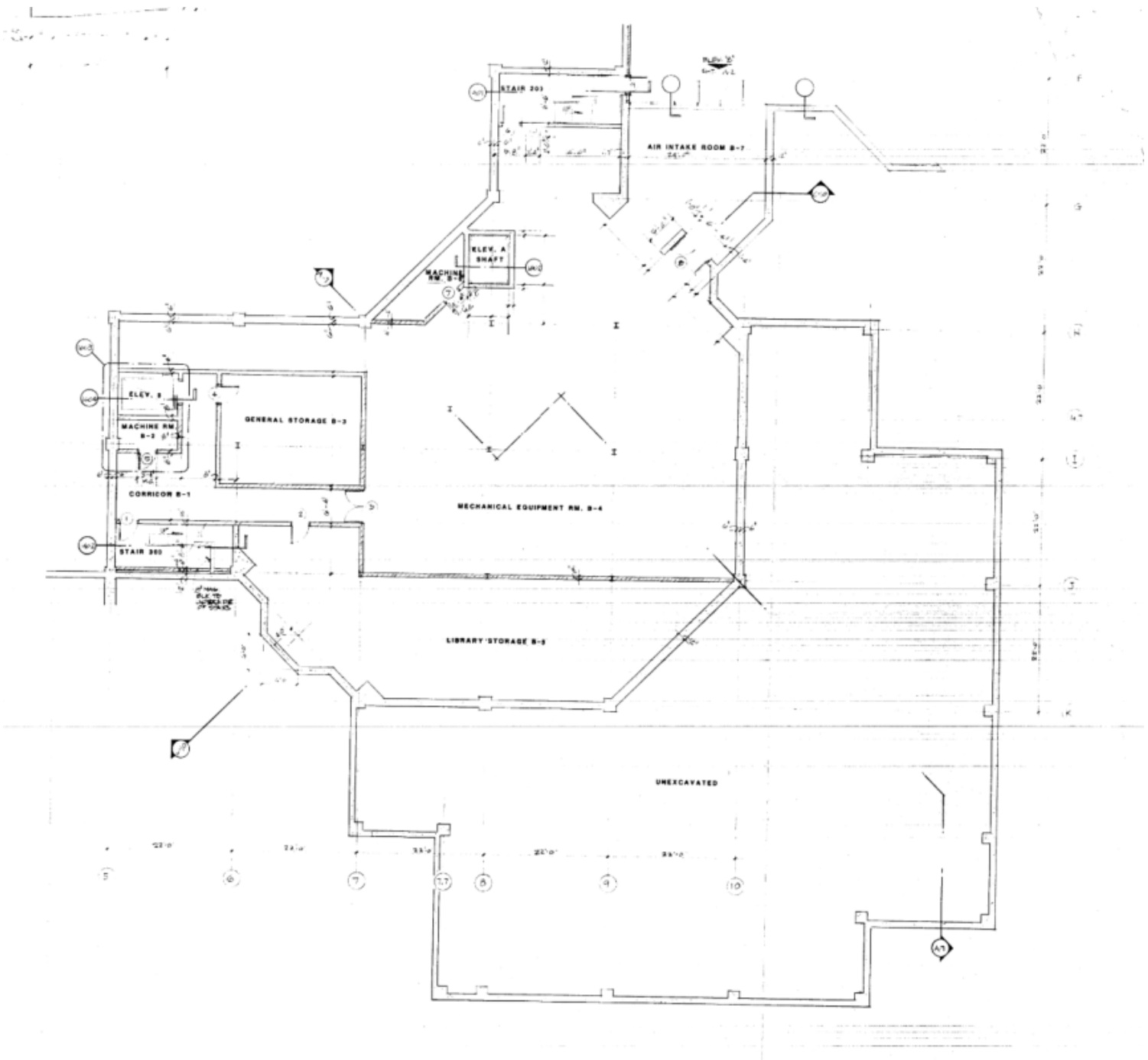
Address:	32777 Five Mile Rd. Livonia MI 48154
Year Built:	1987
Square Footage:	64,000
Site Area:	3.85
Parking Spaces:	197
Stories:	3
Basement:	Yes
Elevator(s):	No
Exterior Façade:	Brick & Limestone
Roof:	TPO
Fire Protection:	Yes

Site Plan:



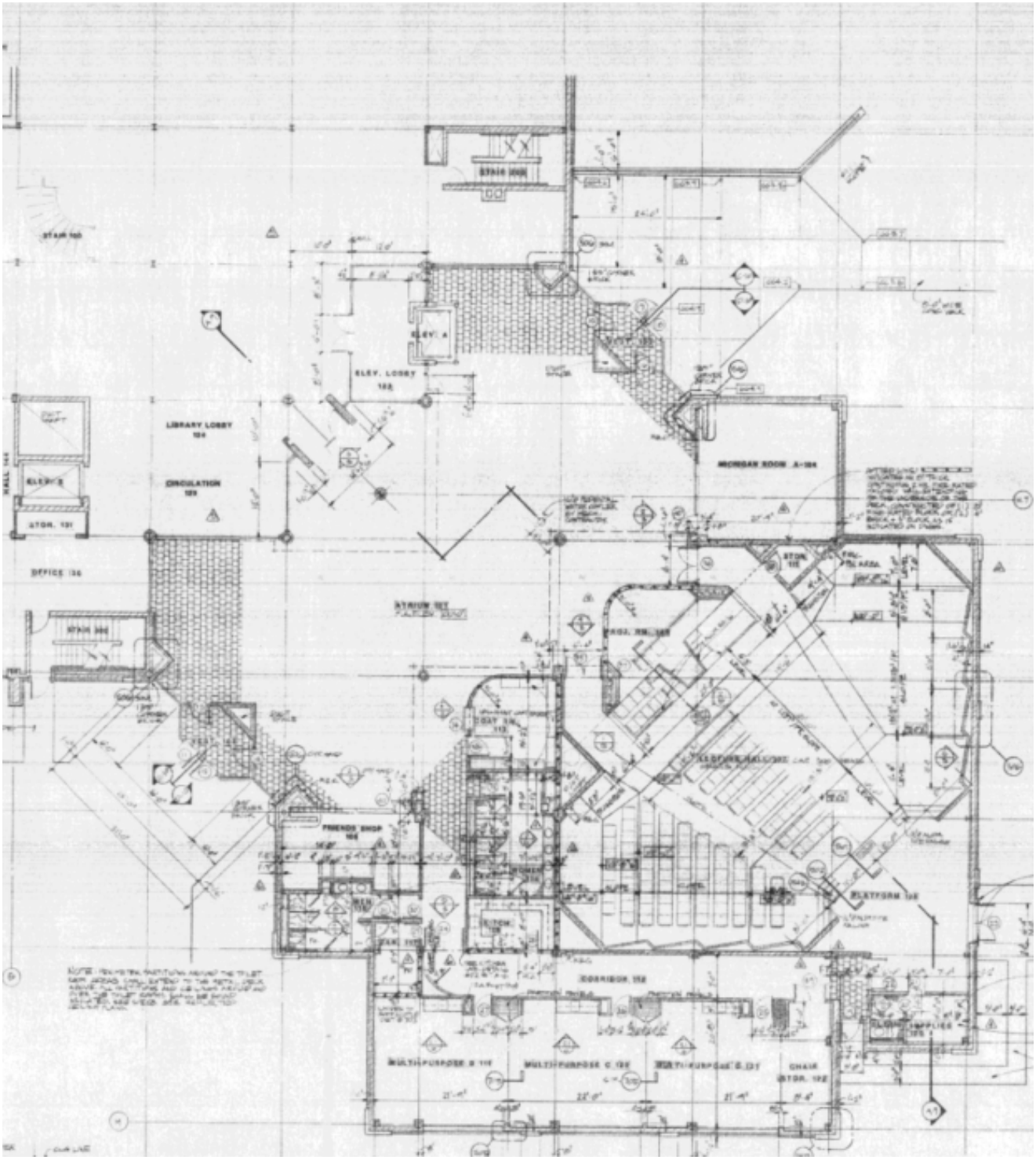
Building 04 – Livonia Civic Center Library

Basement Floor Plan:



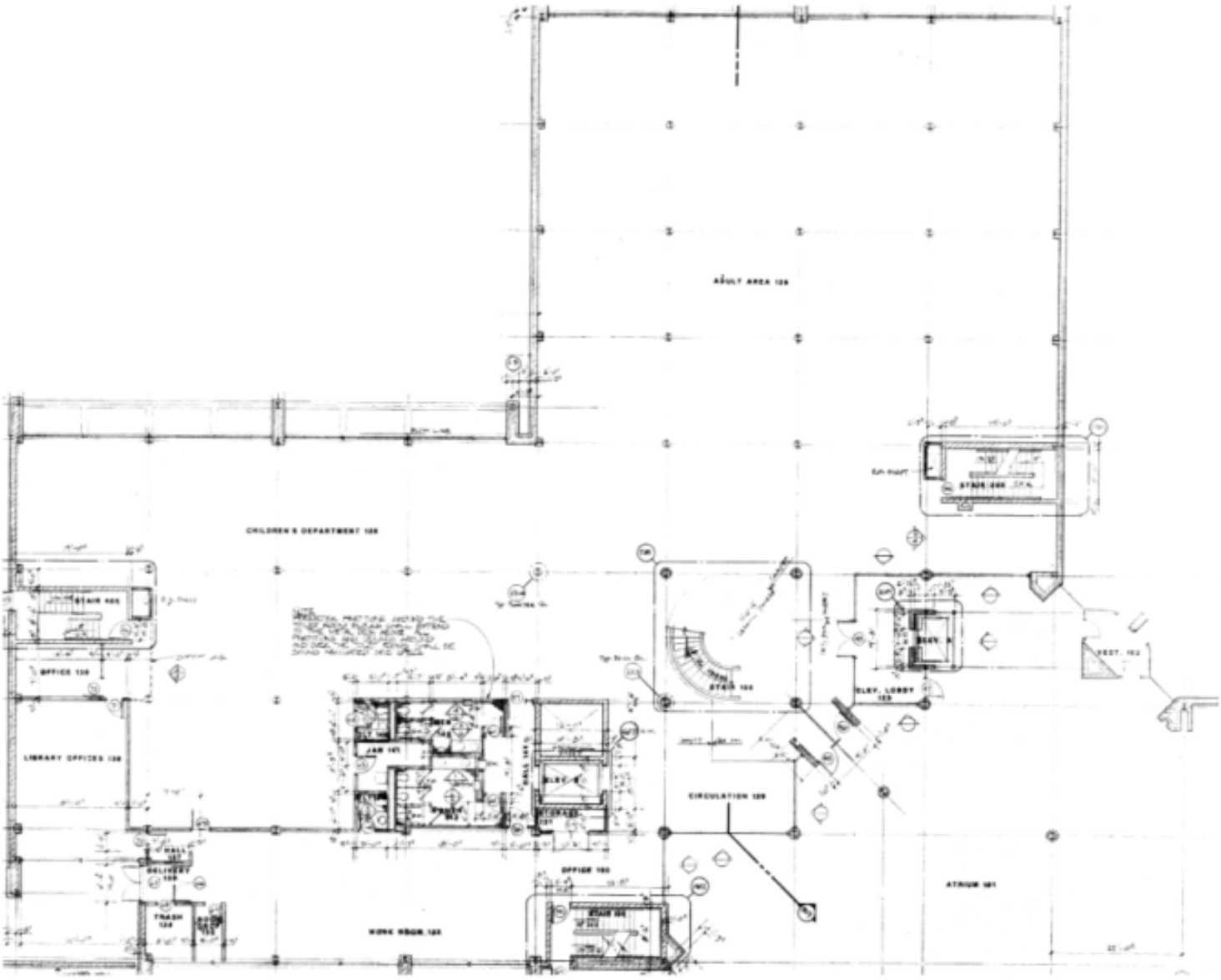
Building 04 – Livonia Civic Center Library

1st Floor Plan (Lecture Hall):



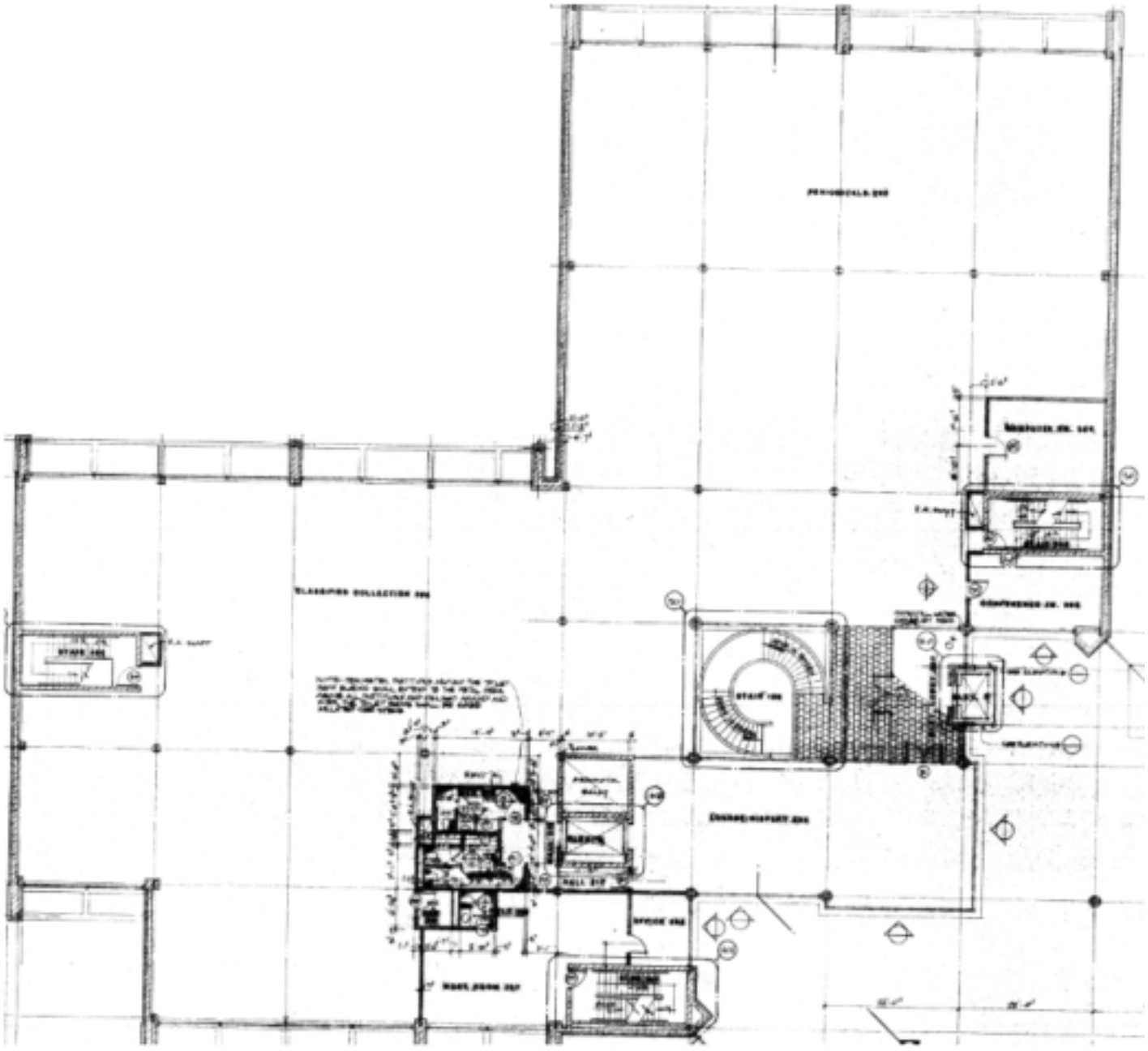
Building 04 – Livonia Civic Center Library

1st Floor Plan:



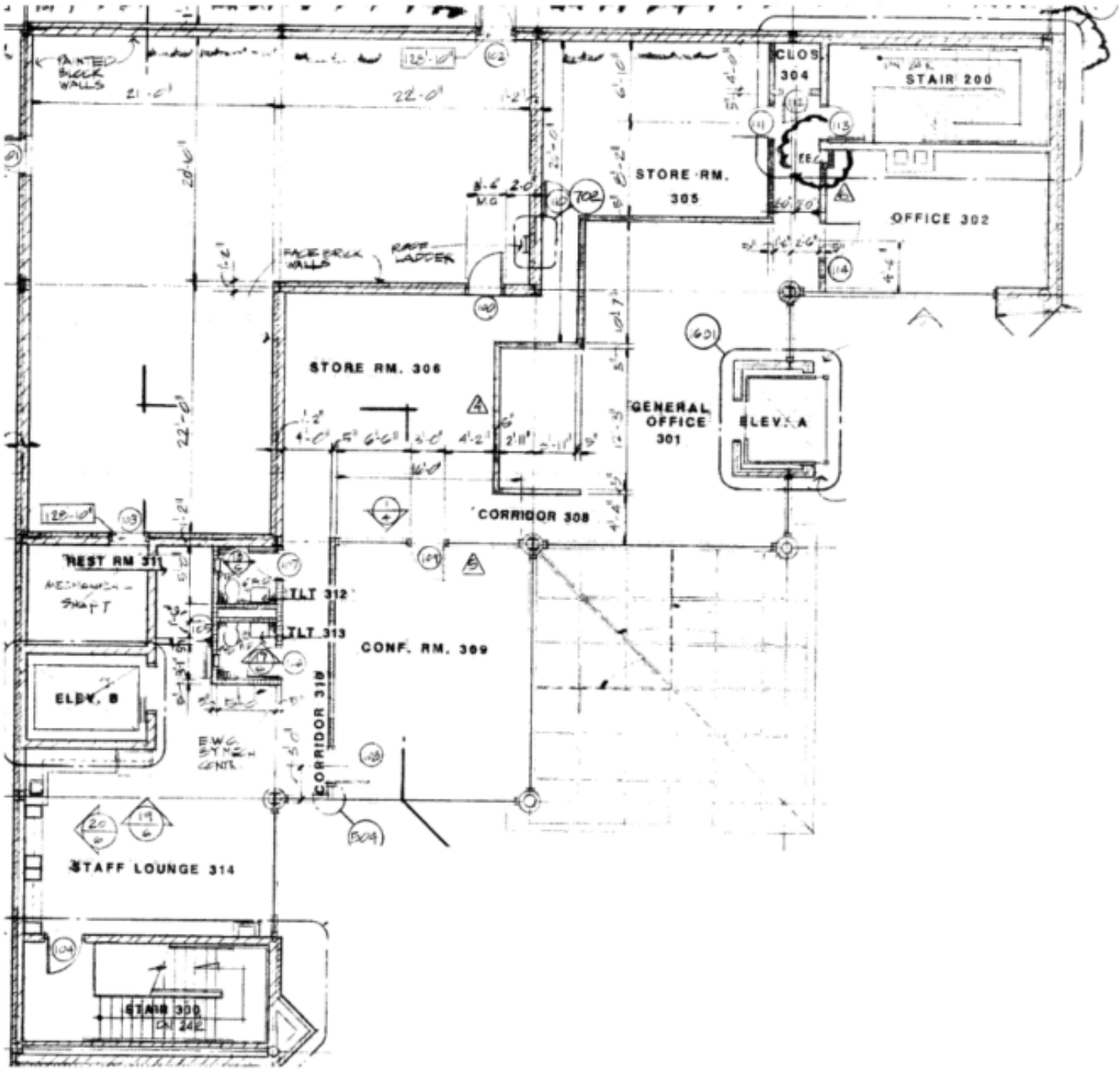
Building 04 – Livonia Civic Center Library

2nd Floor Plan:



Building 04 – Livonia Civic Center Library

3rd Floor Plan:



Building 04 – Livonia Civic Center Library

Summary of Budgets:

Civic Center Library						Cost Data			
Building SF	64,000					Specification Factor =		Cost Escalation Factors	
						Geographic Factor =		1.08	1.30	1.48
						Cost Escalation Factor =				
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
1.0 SITE								
Paving								
Pavement and Base Reconstruction	82,387	SF	1	82,387	4.86%	$0	$694,028	$0
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.44%	$48,384	$0	$0
Sealcoating/Re-striping	82,387	SF	1	82,387	0.24%	$26,693	$0	$0
Landscaping								
Improve Landscaping	1	Allowance	1	1	0.74%	$81,000	$0	$0
Utilities								
Catch Basin / Manholes	4	EA	1	4	0.18%	$0	$25,160	$0
Misc. Utility Repairs	1	Allowance	1	1	1.47%	$0	$210,600	$0
Misc.								
Monument Sign - Powered & Electronic Display	1	EA	1	1	0.49%	$54,000	$0	$0
SITE SUBTOTAL					**8.42%**	**$210,077**	**$929,788**	**$0**
2.0 BUILDING ENVELOPE								
Windows								
Replace Exterior Window Systems	1	Allowance	1	1	2.46%	$0	$0	$399,600
Re-caulk Windows	1	Allowance	1	1	0.98%	$108,000	$0	$0
Atrium Window Leak Repair- (In Process)	1	Allowance	1	1	6.88%	$756,000	$0	$0
Exterior Walls								
Re-Caulk Expansion Joints- (In Process)	1	Allowance	1	1	0.39%	$43,200	$0	$0
Tuckpointing- (In Process)	1	Allowance	1	1	0.98%	$108,000	$0	$0
Clean Limestone, Masonry and Retaining Wall- (In Process)	1	Allowance	1	1	1.23%	$135,000	$0	$0
Paint Exposed Steel Where Paint is Peeling	1	Allowance	1	1	0.74%	$81,000	$0	$0
Exterior Doors								
Exterior Hollow Metal Doors/Frames/Hardware- Single Door	3	EA	1	3	0.09%	$9,720	$0	$0
Exterior Hollow Metal Doors/Frames/Hardware- Double Door	1	EA	1	1	0.06%	$6,480	$0	$0
BUILDING ENVELOPE SUBTOTAL					**13.81%**	**$1,247,400**	**$0**	**$399,600**
3.0 INTERIOR/FINISHES								
Interior Doors & Hardware								
Replace Interior Doors & Hardware	114	EA	1	114	4.48%	$492,480	$0	$0
Walls & Partitions								
Misc. Drywall Repairs	1	Allowance	1	1	0.39%	$21,600	$0	$31,968
Ceilings								
Remove Existing & Install New Acoustic Tile Ceiling	64,000	SF	1	64,000	5.35%	$0	$763,776	$0
Flooring								
Remove & Replace Flooring - Carpet	50,000	SF	1	50,000	4.92%	$540,000	$0	$0
Remove & Replace Flooring in Attrium- Hard Tile	1	Allowance	1	1	0.74%	$81,000	$0	$0
Windows								
Remove & Replace Window Treatments	1	Allowance	1	1	0.44%	$0	$63,180	$0
Paint								
Paint - Interior	64,000	SF	1	64,000	1.57%	$0	$224,640	$0
Signage								
Replace Interior Signage	64,000	SF	1	64,000	0.25%	$0	$35,942	$0
Restrooms								
Renovate - Toilet Room (Single / Staff)	5	EA	1	5	0.83%	$0	$117,936	$0
Renovate - Toilet Room (Group)	6	EA	1	6	4.42%	$0	$631,800	$0
Casework & Countertops								
Replace Misc. Casework/Millwork	1	Allowance	1	1	1.23%	$135,000	$0	$0
INTERIOR/FINISHES SUBTOTAL					**24.63%**	**$1,270,080**	**$1,837,274**	**$31,968**
4.0 PLUMBING SYSTEMS								
Fire Protection								
Add / Modify Fire Suppression System for Improvements	1	Allowance	1	1	0.10%	$10,800	$0	$0
Equipment & Fixtures								
Existing Lochinvar Water Heater; Serial # 1915114512800, 2012	1	EA	1	1	0.08%	$0	$0	$12,787
Provide Bottle Filler Drinking Fountains	4	EA	1	4	0.26%	$29,030	$0	$0
PLUMBING SYSTEMS SUBTOTAL					**0.44%**	**$39,830**	**$0**	**$12,787**
5.0 HVAC SYSTEMS								
Equipment								
Existing Apex Boiler, Serial # 65750249, 2020 (Sidewalk Radiant Heating)	1	EA	1		0.00%	$0	$0	$0
Existing Raypak Boiler, Serial #	1	EA	1	1	1.60%	$175,392	$0	$0
Existing Raypak Boiler, Serial #	1	EA	1	1	1.60%	$175,392	$0	$0
Replace Boiler Pumps	3	EA	1	3	0.25%	$27,216	$0	$0
Existing Trane Airfoil Fan, Serial # K87C09323, 1987	1	EA	1	1	1.47%	$162,000	$0	$0
Existing BAC Chiller, Serial # 0151933401-01-01 (In Progress)	1	EA	1	1	7.37%	$810,000	$0	$0
Replace Exhaust Fans	5	EA	1	5	0.19%	$0	$0	$31,329
Other HVAC								
Air and Water Balance	64,000	SF	1	64,000	0.19%	$20,736	$0	$0
Commissioning	64,000	SF	1	64,000	0.13%	$13,824	$0	$0
Temperature Controls	64,000	SF	1	64,000	1.76%	$193,536	$0	$0
HVAC SYSTEMS SUBTOTAL					**14.56%**	**$1,578,096**	**$0**	**$31,329**

Building 04 – Livonia Civic Center Library

Summary of Budgets:

Civic Center Library					Cost Data			
Building SF	64,000				Specification Factor =		Cost Escalation Factors	
					Geographic Factor =		1.08	1.30	1.48
					Cost Escalation Factor =				
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
6.0 ELECTRICAL SYSTEMS								
Power								
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.25%	$0	$0	$39,960
Power for new HVAC	1	Allowance	1	1	0.55%	$60,480	$0	$0
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	64,000	SF	1	64,000	4.59%	$0	$655,949	$0
Replace Exterior Wall Packs	12	EA	1	12	0.10%	$10,886	$0	$0
ELECTRICAL SYSTEMS SUBTOTAL					**5.49%**	**$71,366**	**$655,949**	**$39,960**
7.0 SECURITY								
Security								
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$0	$55,944
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$0	$55,944
SECURITY SYSTEMS SUBTOTAL					**0.69%**	**$0**	**$0**	**$111,888**
8.0 ABATEMENT								
Abatement								
Abatement Allowance	1	Allowance	1	1	1.10%	$120,960	$0	$0
ABATEMENT SUBTOTAL					**1.10%**	**$120,960**	**$0**	**$0**
9.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance (Including Book Shelves)	1	Allowance	1	1	7.37%	$270,000	$351,000	$399,600
FURNITURE & EQUIPMENT SUBTOTAL					**7.37%**	**$270,000**	**$351,000**	**$399,600**
SOFT COSTS								
Building Infrastructure Improvement Total:					76.52%	$4,807,810	$3,774,011	$1,027,132
Project Contingency:	10.00%				6.91%	$453,781	$342,301	$62,753
Permits, Testing & Printing:	2.50%				1.90%	$124,790	$94,133	$17,257
Professional Fees & Costs:	9.00%				7.65%	$501,917	$378,612	$69,410
Construction Manager Fee & Costs:	9.00%				7.02%	$460,474	$347,350	$63,679
PROJECT TOTAL					**100.00%**	**$6,348,772**	**$4,936,406**	**$1,240,231**

Building 04 – Livonia Civic Center Library

Photos:















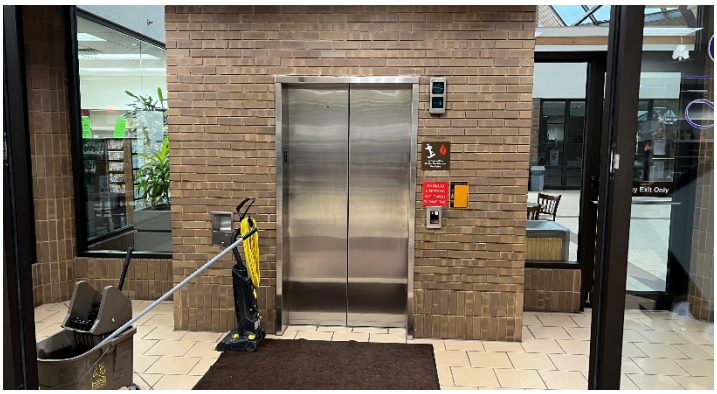


Building 04 – Livonia Civic Center Library

Photos:

















Building 04 – Livonia Civic Center Library

Photos:



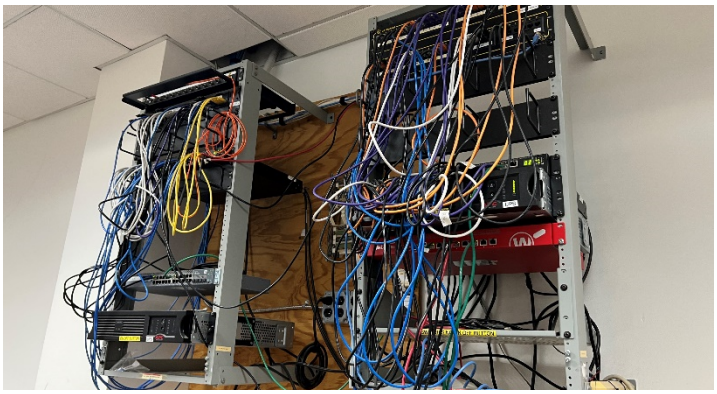














Building 04 – Livonia Civic Center Library

Photos:































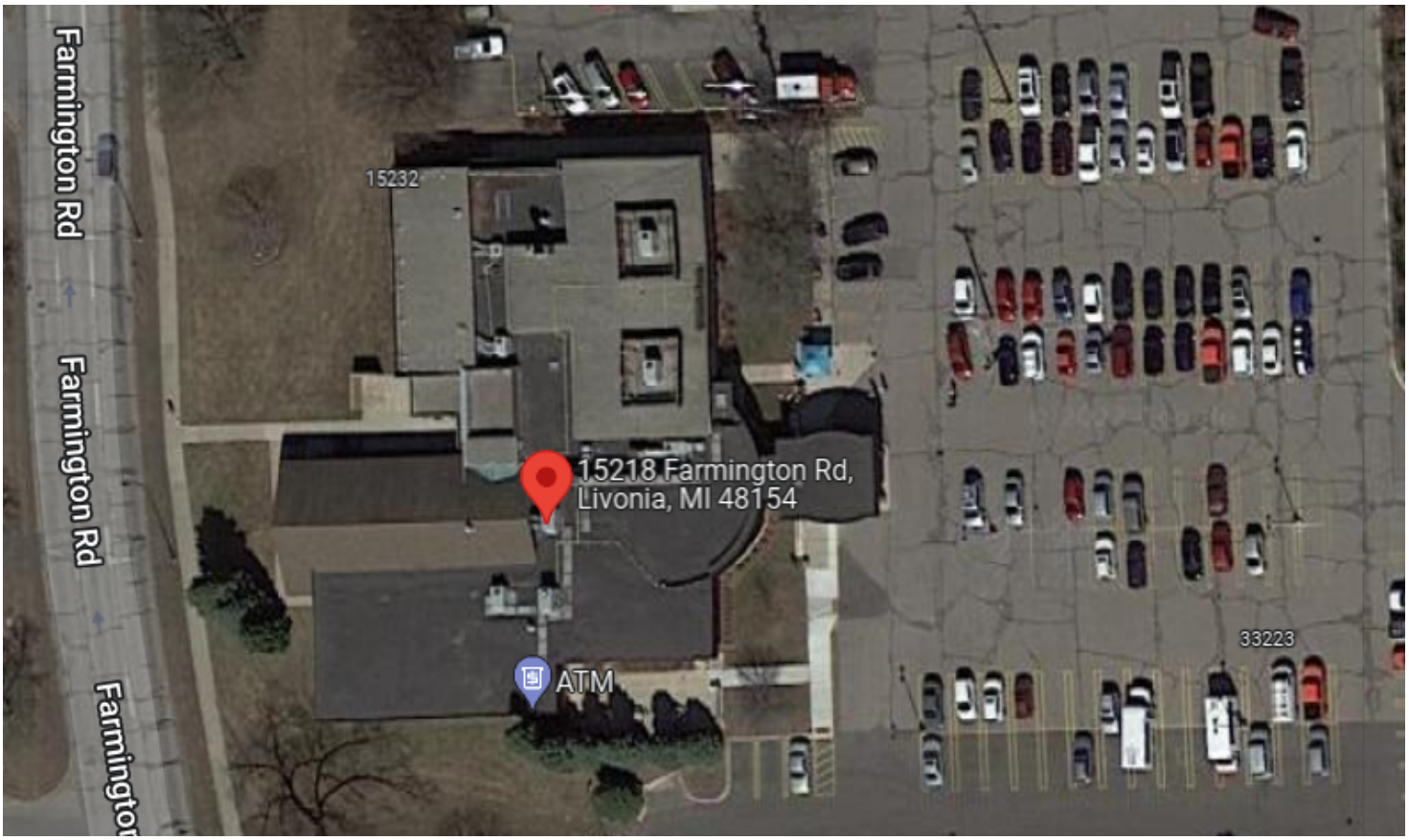


Building 05 – Livonia Civic Center Park Senior Center & Transit Office



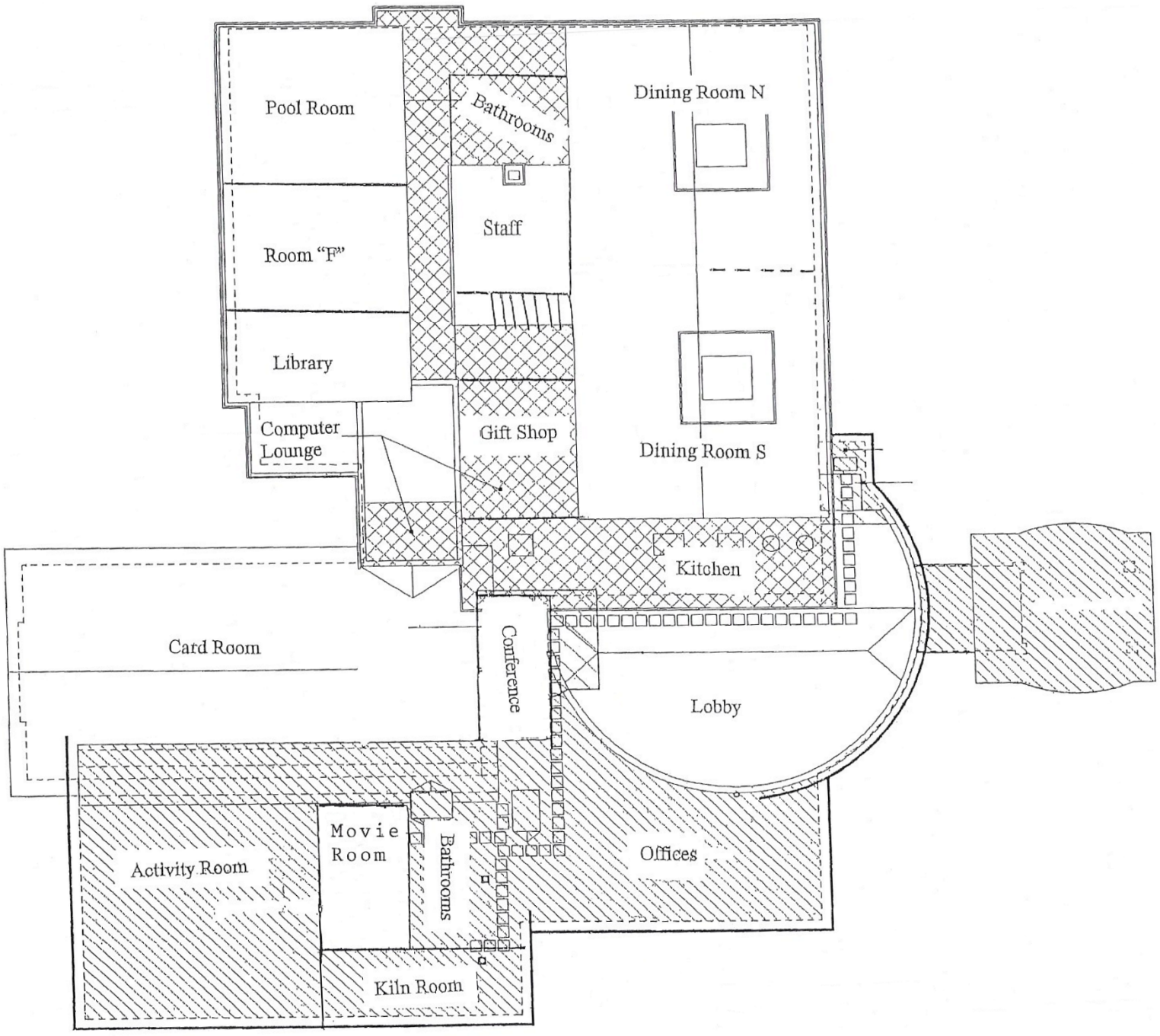
Address:	15218 Farmington Rd. Livonia MI 48154
Year Built:	1964 Additions: 1984 Lobby, 2001 Offices
Square Footage:	25,000
Site Area:	1.99 acres
Parking Spaces:	135
Stories:	1
Basement:	Yes
Elevator(s):	No
Exterior Façade:	Brick
Roof:	Shingled and EPDM
Fire Protection:	None

Site Plan:



Building 05 – Livonia Civic Center Park Senior Center & Transit Office

1st Floor Plan:



Building 05 – Livonia Civic Center Park Senior Center & Transit Office

Summary of Budgets:

Senior Center/Community Transit									
Building SF	25,000		Cost Data Specification Factor =				Cost Escalation Factors	1.08	1.30	1.48
			Geographic Factor =							
			Cost Escalation Factor =							
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
1.0 SITE								
Paving								
Pavement and Base Reconstruction	83,000	SF	1	83,000	7.67%	$537,840	$0	$0
Replace Concrete Approach	1,000	SF	1	1,000	0.22%	$15,768	$0	$0
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.77%	$54,000	$0	$0
Site Amenities								
Site Amenities - Bike Racks / Benches / Picnic Tables / Trash Receptacles / Etc.	1	Allowance	1	1	0.38%	$0	$0	$39,960
Landscaping								
Improve Landscaping	1	Allowance	1	1	0.46%	$0	$0	$47,952
Utilities								
Catch Basin / Manholes	3	EA	1	3	0.23%	$16,200	$0	$0
Misc. Utility Repairs	1	Allowance	1	1	1.54%	$108,000	$0	$0
Misc.								
Internally Lit Monument Sign w/ Brick Base	1	EA	1	1	0.77%	$0	$0	$79,920
SITE SUBTOTAL					**12.05%**	**$731,808**	**$0**	**$167,832**
2.0 BUILDING ENVELOPE								
Roofing Work								
Replace Roof (Asphalt Shingle)	3,800	SF	1	3,800	0.47%	$32,832	$0	$0
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered	21,000	SF	1	21,000	6.47%	$453,600	$0	$0
Replace Gutters & Downspouts	850	LF	1	850	0.16%	$11,016	$0	$0
Misc. Drainage Repair	1	Allowance	1	1	0.18%	$12,960	$0	$0
Paint Structural Steel for Equipment Screens	1	Allowance	1	1	0.38%	$27,000	$0	$0
Windows								
Replace Exterior Window Systems	1	Allowance	1	1	5.39%	$378,000	$0	$0
Recaulk Windows	1	Allowance	1	1	0.38%	$27,000	$0	$0
Reseal Windows	1	Allowance	1	1	0.15%	$10,800	$0	$0
Exterior Walls								
Re-Caulk Expansion Joints	1	Allowance	1	1	0.23%	$16,200	$0	$0
Tuckpointing	1	Allowance	1	1	0.62%	$43,200	$0	$0
Replace Soffits	1	Allowance	1	1	1.54%	$108,000	$0	$0
Replace Fascia	1	Allowance	1	1	1.54%	$108,000	$0	$0
Exterior Doors								
Exterior FRP Doors/Frames/Hardware - Single Door	5	EA	1	5	0.39%	$27,216	$0	$0
Exterior FRP Doors/Frames/Hardware - Double Door	3	EA	1	3	0.41%	$29,030	$0	$0
BUILDING ENVELOPE SUBTOTAL					**18.32%**	**$1,284,854**	**$0**	**$0**
3.0 INTERIOR/FINISHES								
Interior Doors & Hardware								
Replace Interior Doors & Hardware	45	EA	1	45	2.77%	$194,400	$0	$0
Misc. Drywall Repairs	1	Allowance	1	1	0.15%	$10,800	$0	$0
Ceilings								
Remove Existing & Install New Acoustic Tile Ceiling	25,000	SF	1	25,000	3.27%	$229,500	$0	$0
Flooring								
Remove & Replace Flooring - Carpet	12,500	SF	1	12,500	1.29%	$0	$117,585	$0
Remove & Replace VCT Flooring with LVT	12,500	SF	1	12,500	1.73%	$0	$157,950	$0
Remove & Replace Window Treatments		Allowance		50,000	6.93%	$486,000	$0	$0
Paint								
Paint - Interior	25,000	SF	1	25,000	0.77%	$0	$70,200	$0
Signage								
Replace Interior Signage	25,000	SF	1	25,000	0.15%	$0	$14,040	$0
Restrooms								
Renovate - Toilet Room (Group)	4	Allowance	1	4	1.85%	$129,600	$0	$0
Casework & Countertops								
Replace Misc. Casework/Millwork	1	Allowance	1	1	1.15%	$81,000	$0	$0
INTERIOR/FINISHES SUBTOTAL					**20.07%**	**$1,131,300**	**$359,775**	**$0**
4.0 PLUMBING SYSTEMS								
Fire Protection								
New Fire Suppression System	25,000	SF	1	25,000	1.92%	$135,000	$0	$0
Equipment & Fixtures								
Existing Hot Water Heater: Lochinvar, Serial # 1147A013612, November 2011	1	EA	1	1	0.12%	$0	$11,232	$0
Existing Hot Water Heater: Lochinvar, Serial # EC10347074, March 2008	1	EA	1	1	0.12%	$0	$11,232	$0
Replace Additional Bottle Filling Stations at Existing Drinking Fountains	2	EA	2	4	0.41%	$29,030	$0	$0
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	0.38%	$0	$0	$39,960
PLUMBING SYSTEMS SUBTOTAL					**2.97%**	**$164,030**	**$22,464**	**$39,960**

Building 05 – Livonia Civic Center Park Senior Center & Transit Office

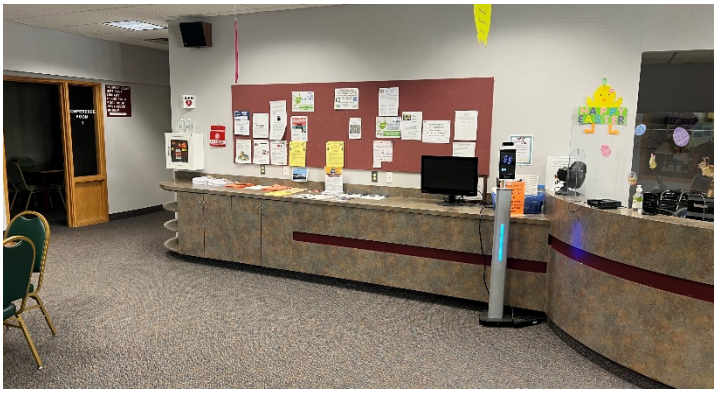
Summary of Budgets:

Senior Center/Community Transit									
Building SF	25,000		Cost Data Specification Factor =				Cost Escalation Factors	1.08	1.30	1.48
			Geographic Factor =							
			Cost Escalation Factor =							
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
5.0 HVAC SYSTEMS								
Equipment								
Existing Rooftop Unit: Trane, Serial # 823101169L	1	EA	1	1	0.54%	$37,800	$0	$0
Existing Rooftop Unit: Trane Serial # 8222G4W9H, May 2008	1	EA	1	1	0.54%	$0	$49,140	$0
Existing Rooftop Unit: HyperCore Serial # T09C06177	1	EA	1	1	0.54%	$37,800	$0	$0
Existing Rooftop Unit: Trane Serial # 222100111L, May 2002	1	EA	1	1	0.54%	$37,800	$0	$0
Existing Rooftop Unit: Trane Serial # 162810069L, July 2016		EA		-	0.00%	$0	$0	$0
Existing Rooftop Unit: Trane Serial # 210810277L, Feb 2021	1	EA		-	0.00%	$0	$0	$0
Existing Rooftop Unit: Trane Serial # 113910340L, March 2011	1	EA	1	1	0.54%	$0	$0	$55,944
Existing Rooftop Unit: Trane Serial # 113910354L, 2011	1	EA	1	1	0.54%	$0	$0	$55,944
Add Exhaust Fans (Kilns)	1	EA	1	1	0.08%	$5,400	$0	$0
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	0.38%	$0	$0	$39,960
Air and Water Balance	25,000	SF		-	0.00%	$0	$0	$0
Commissioning	25,000	SF	1	25,000	0.08%	$0	$0	$7,992
Temperature Controls	25,000	SF	1	25,000	1.08%	$75,600	$0	$0
HVAC SYSTEMS SUBTOTAL					**4.85%**	**$194,400**	**$49,140**	**$159,840**
6.0 ELECTRICAL SYSTEMS								
Power								
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.31%	$0	$0	$31,968
Replace Existing Electrical Panels	1	Allowance	1	1	0.77%	$0	$0	$79,920
Power for new HVAC	1	Allowance	1	1	0.86%	$0	$0	$89,510
Electrical Wiring Upgrades	1	Allowance	1	1	0.86%	$20,160	$26,208	$29,837
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	25,000	SF	1	25,000	2.81%	$197,100	$0	$0
Replace Emergency & Exit Lights	25,000	SF	1	25,000	0.12%	$8,100	$0	$0
Fire Alarm System								
Replace Fire Alarm System	25,000	SF	1	25,000	0.85%	$0	$0	$87,912
Adjustments to Fire Alarm System	1	Allowance	1	1	0.17%	$0	$0	$17,902
ELECTRICAL SYSTEMS SUBTOTAL					**6.75%**	**$225,360**	**$26,208**	**$337,049**
7.0 SECURITY								
Security								
Access Control System (Prox Card Readers)	8	EA	1	8	0.34%	$24,192	$0	$0
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$0	$23,976
Security Allowance	1	Allowance	1	1	0.31%	$21,600	$0	$0
SECURITY SYSTEMS SUBTOTAL					**0.88%**	**$45,792**	**$0**	**$23,976**
8.0 ABATEMENT								
Abatement Allowance	1	Allowance	1	1	0.77%	$54,000	$0	$0
ABATEMENT SUBTOTAL					**0.77%**	**$54,000**	**$0**	**$0**
9.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance	1	Allowance	1	1	1.54%	$36,000	$46,800	$53,280
Other FF&E								
Renovate Kitchen and Replace Appliances	1	Allowance	1	1	3.46%	$243,000	$0	$0
Existing Walk-in Fridge: Vollrath	1	Allowance	`1	1	0.54%	$37,800	$0	$0
Existing Walk-in Freezer: Vollrath	1	Allowance	1	1	0.54%	$37,800	$0	$0
FURNITURE & EQUIPMENT SUBTOTAL					**6.08%**	**$354,600**	**$46,800**	**$53,280**
10.0 TECHNOLOGY								
Technology								
Misc. Technology Upgrades	25,000	SQFt	1	25,000	4.62%	$324,000	$0	$0
TECHNOLOGY SUBTOTAL					**4.62%**	**$324,000**	**$0**	**$0**
SOFT COSTS								
Building Infrastructure Improvement Total:					77.36%	$4,510,145	$504,387	$781,937
Project Contingency:	10.00%				6.67%	$383,154	$45,759	$72,866
Permits, Testing & Printing:	2.50%				1.83%	$105,367	$12,584	$20,038
Professional Fees & Costs:	9.00%				7.37%	$423,799	$50,613	$80,595
Construction Manager Fee & Costs:	9.00%				6.76%	$388,806	$46,434	$73,940
PROJECT TOTAL					**100.00%**	**$5,811,271**	**$659,776**	**$1,029,377**

Building 05 – Livonia Civic Center Park Senior Center & Transit Office

Photos:

















Building 05 – Livonia Civic Center Park Senior Center & Transit Office

Photos:

















Building 05 – Livonia Civic Center Park Senior Center & Transit Office

Photos:















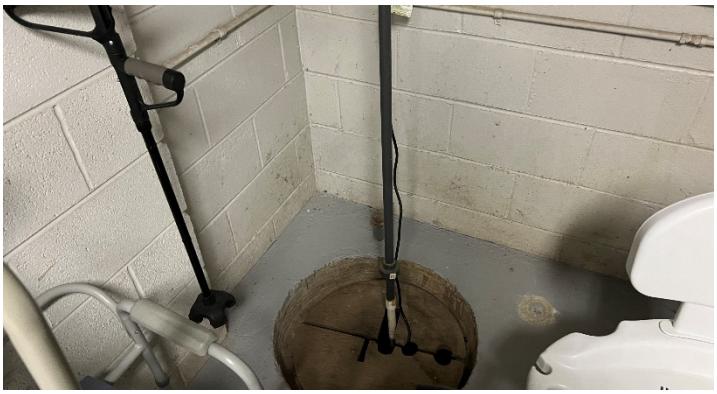


Building 05 – Livonia Civic Center Park Senior Center & Transit Office

Photos:















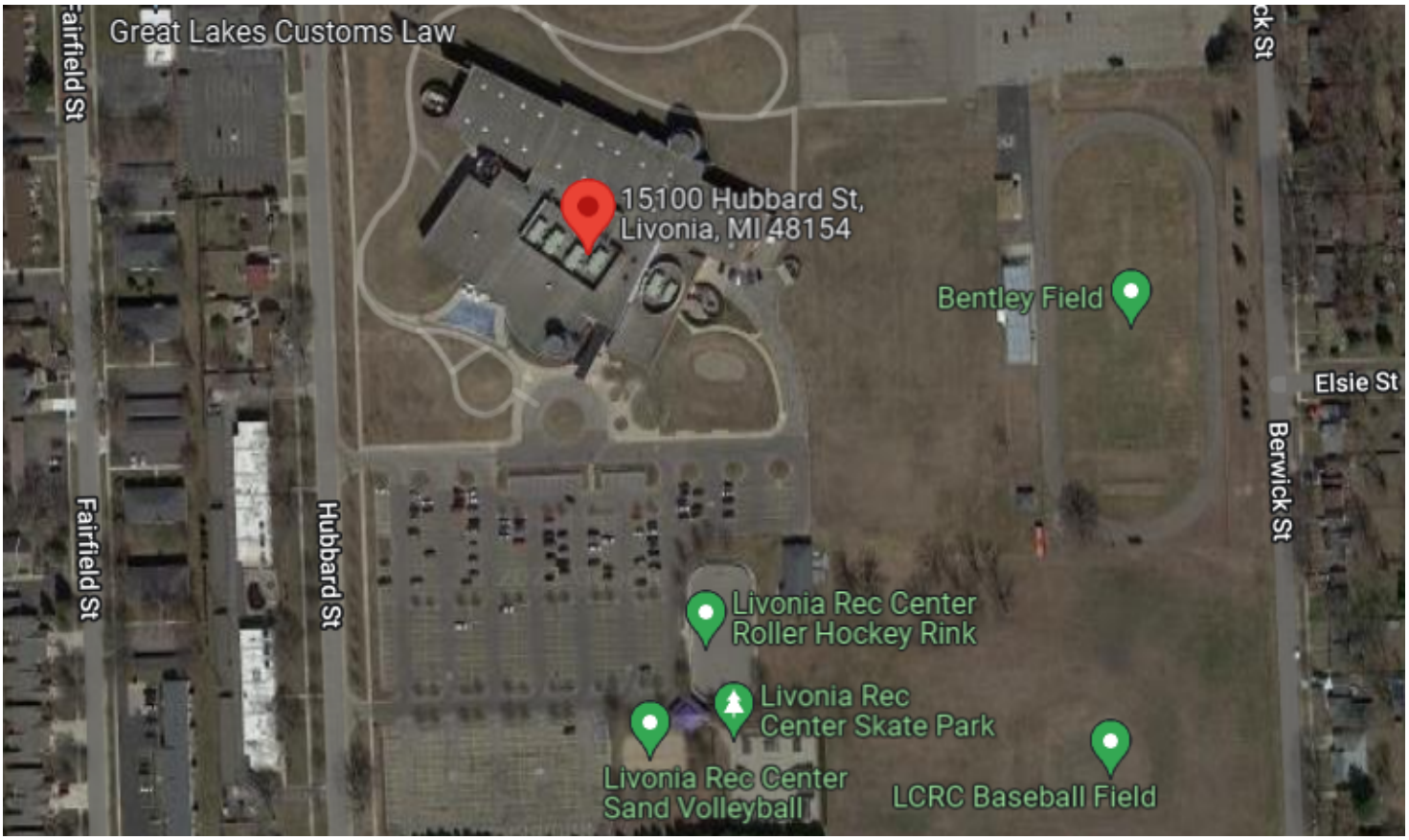


Building 06 – Jack E. Kirksey Livonia Community Recreation Center



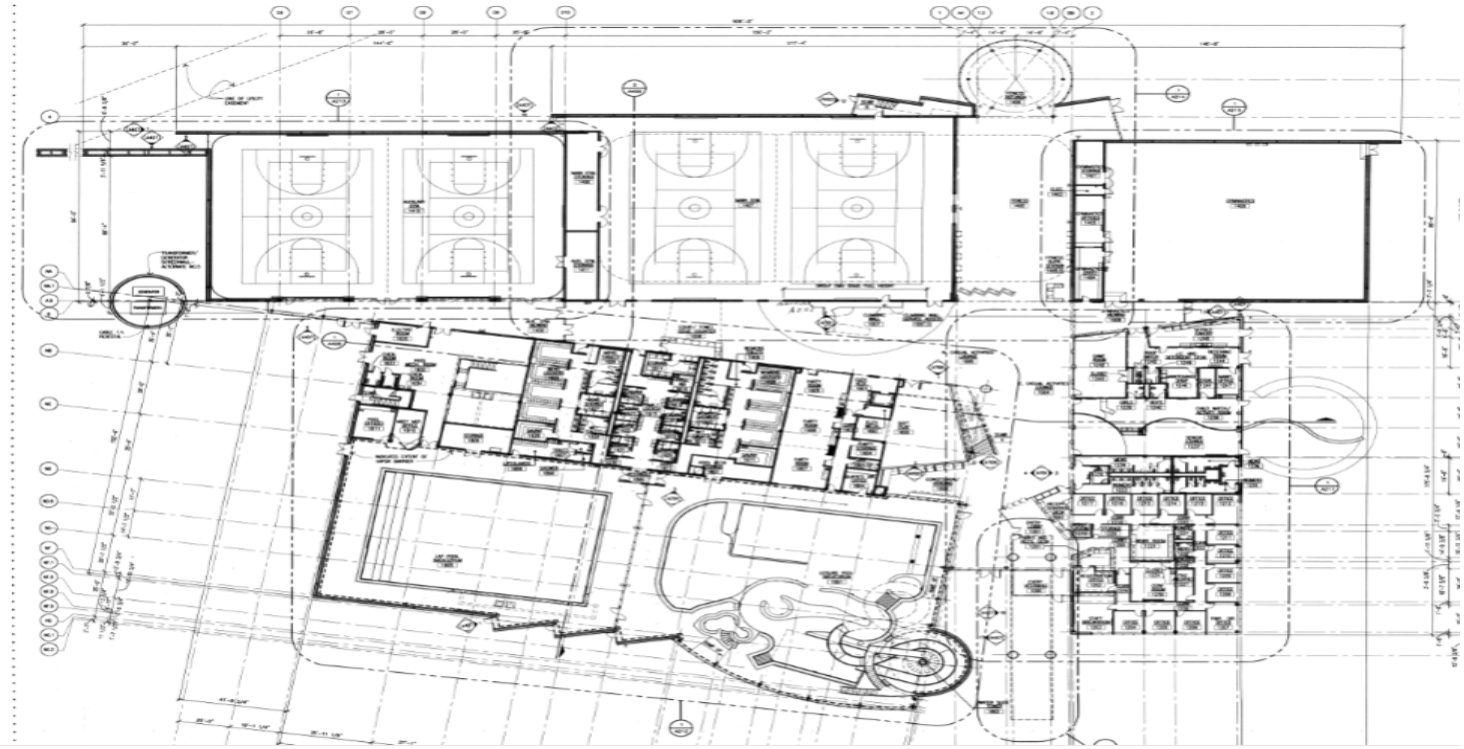
Address:	15100 Hubbard St. Livonia MI 48154
Year Built:	2003
Square Footage:	130,000
Site Area:	Approximately 17 Acres
Parking Spaces:	381
Stories:	2
Basement:	No
Elevator(s):	1
Exterior Façade:	Brick
Roof:	EPDM
Fire Protection:	Fully Sprinkled

Site Plan:

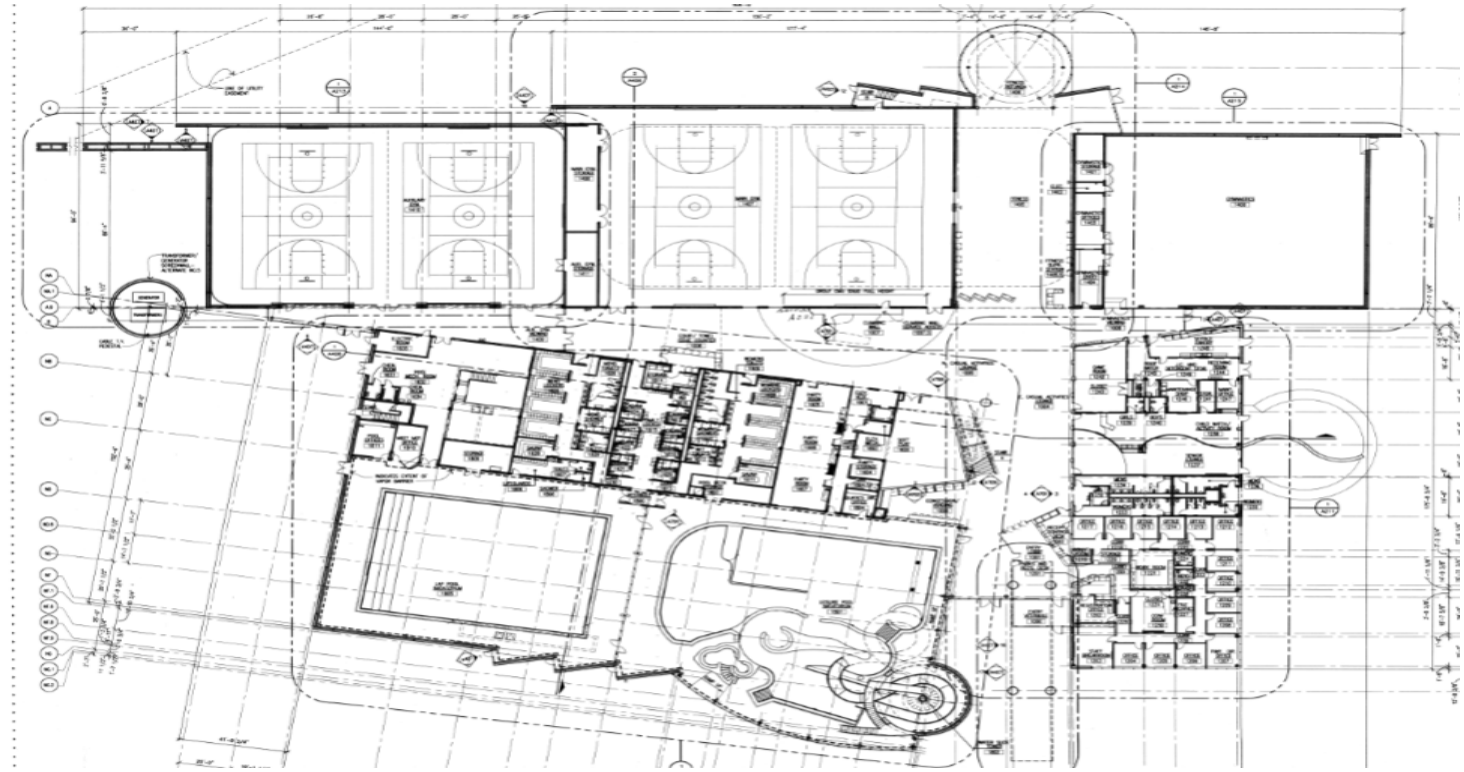


Building 06 – Jack E. Kirksey Livonia Community Recreation Center

1st Floor Plan:



2nd Floor Plan:



Building 06 – Jack E. Kirksey Livonia Community Recreation Center

Summary of Budgets:

Jack E. Kirksey Recreation Center	Building SF 130,000		Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors 1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
1.0 SITE								
Paving								
Pavement and Base Reconstruction	222352	SF	1	222,352	7.98%	$0	$0	$2,132,445
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.09%	$16,200	$0	$0
Sealcoating/Re-striping	222352	SF	1	222,352	0.40%	$72,042	$0	$0
Playground / Play pad								
Provide Synthetic Safety Surfacing on Playground (Kid Quarters)	1	Allowance	1	1	0.18%	$32,400	$0	$0
Landscaping								
Improve Landscaping	1	Allowance	1	1	0.30%	$0	$70,200	$0
Redesign and Replace Illuminated Bollards	1	Allowance	1	1	0.60%	$0	$140,400	$0
Utilities								
Misc. Utility Repairs	1	Allowance	1	1	0.15%	$0	$0	$39,960
Misc.								
Add Power to Outdoor Pavilion	1	Allowance	1	1	0.06%	$0	$0	$15,984
Update Site Signage	1	Allowance	1	1	0.12%	$0	$28,080	$0
SITE SUBTOTAL					**9.87%**	**$120,642**	**$238,680**	**$2,188,389**
2.0 BUILDING ENVELOPE								
Roofing Work								
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered	110000	SF	1	80,000	16.74%	$0	$3,931,200	$0
Windows								
Recaulk Windows	1	Allowance	1	1	0.15%	$0	$0	$39,960
Exterior Walls								
Re-Caulk Expansion Joints	1	Allowance	1	1	0.04%	$8,100	$0	$0
Tuckpointing	1	Allowance	1	1	0.45%	$0	$105,300	$0
BUILDING ENVELOPE SUBTOTAL					**17.39%**	**$8,100**	**$4,036,500**	**$39,960**
3.0 INTERIOR/FINISHES								
Walls & Partitions								
Misc. Drywall Repairs	1	Allowance	1	1	0.06%	$10,800	$0	$0
Ceilings								
Remove Existing & Install New Acoustic Tile Ceiling	14,000	SF	1	14,000	0.71%	$0	$167,076	$0
Flooring								
Remove & Replace Flooring - Carpet (Offices + Kid Quarters)	5,500	SF	1	5,500	0.22%	$39,798	$0	$0
Remove & Replace Flooring - Carpet (Gymnastics) Done in 2020	9,800	SF	1	9,800	0.39%	$0	$0	$104,951
Remove & Replace Flooring - Carpet (1st and 2nd Floor Cardio) Done in 2019	8,800	SF	1	8,800	0.35%	$0	$0	$94,242
Windows								
Remove & Replace Window Treatments	1	Allowance	1	1	0.39%	$0	$0	$103,896
Paint								
Paint - Interior	130,000	SF	1	130,000	1.55%	$93,600	$121,680	$138,528
Restrooms								
Renovate - Toilet Room (Single / Staff)	2	EA	1	2	0.20%	$0	$0	$53,706
Renovate - Toilet Room (Group)	6	EA	1	6	3.01%	$0	$0	$805,594
Gym / Pool Equipment								
Replace ADA Lift	1	Allowance	1	1	0.09%	$0	$21,060	$0
Casework & Countertops								
Replace Misc. Casework/Millwork	1	Allowance	1	1	1.20%	$0	$140,400	$159,840
Other								
Renovate Tree Fort	1	Allowance	1	1	2.99%	$540,000	$0	$0
INTERIOR/FINISHES SUBTOTAL					**11.17%**	**$684,198**	**$450,216**	**$1,460,756**
4.0 PLUMBING SYSTEMS								
Fire Protection								
New Fire Suppression System	130,000	SF	1	130,000	3.89%	$702,000	$0	$0
Equipment & Fixtures								
Existing Lochinvar Hot Water Heater, Serial # 1934116042349,	1	EA	1	1	0.05%	$0	$0	$12,787
Existing Lochinvar Hot Water Heater, Serial #	1	EA	1	1	0.05%	$0	$0	$12,787
Replace Flush Valves & Faucets	1	Allowance	1	1	0.07%	$4,032	$5,242	$5,967
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	0.15%	$0	$0	$39,960
Pool								
Pool - Preventative Maintenance (grout, acid wash, etc.)	1	Allowance	1	1	0.36%	$0	$0	$95,904
Misc. Pool Equipment Replacement ($25K/Year)	10	Allowance	1	10	1.49%	$90,000	$117,000	$133,200
PLUMBING SYSTEMS SUBTOTAL					**6.09%**	**$796,032**	**$122,242**	**$309,557**

Building 06 – Jack E. Kirksey Livonia Community Recreation Center

Summary of Budgets:

Jack E. Kirksey Recreation Center	Building SF 130,000		Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors 1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
5.0 HVAC SYSTEMS								
Equipment								
Existing Cleaver Brooks Boiler Serial # OL101674, 2002 (10,000,000 BTU)	1	EA	1	1	3.59%	$0	$0	$959,040
Existing Cleaver Brooks Boiler Serial # OL101673, 2002 (10,000,000 BTU)	1	EA	1	1	3.59%	$0	$0	$959,040
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Trane Air Handling Unit- 2002	1	EA	1	1	0.90%	$0	$210,600	$0
Existing Evapco Chiller, Serial # T020199, 2002	1	EA	1	1	2.39%	$0	$0	$639,360
Replace Exhaust Fans	8	EA	1	8	0.19%	$0	$0	$50,126
Replace Misc. HVAC Equipment	1	Allowance	1	1	2.01%	$0	$0	$537,062
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	0.15%	$0	$0	$39,960
Air and Water Balance	130,000	SF	1	130,000	0.23%	$0	$54,756	$0
Commissioning	130,000	SF	1	130,000	0.16%	$0	$36,504	$0
Temperature Controls	130,000	SF	1	130,000	2.18%	$0	$511,056	$0
HVAC SYSTEMS SUBTOTAL					**19.86%**	**$0**	**$1,865,916**	**$3,184,588**
6.0 ELECTRICAL SYSTEMS								
Power								
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.21%	$0	$0	$55,944
Replace Existing Electrical Panels	1	Allowance	1	1	0.30%	$0	$0	$79,920
Power for new HVAC	1	Allowance	1	1	0.33%	$0	$78,624	$0
Miscellaneous Power Allowance	130,000	SF	1	130,000	0.31%	$0	$0	$83,117
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	130,000	SF	1	130,000	5.67%	$0	$1,332,396	$0
Replace Exterior Wall Packs	20	EA	1	20	0.10%	$18,144	$0	$0
Fire Alarm System								
Adjustments to Fire Alarm System	1	Allowance	1	1	0.07%	$12,096	$0	$0
ELECTRICAL SYSTEMS SUBTOTAL					**7.00%**	**$30,240**	**$1,411,020**	**$218,981**
7.0 SECURITY								
Security								
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$0	$0	$79,920
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$0	$79,920
SECURITY SYSTEMS SUBTOTAL					**0.60%**	**$0**	**$0**	**$159,840**
9.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance	1	Allowance	1	1	1.20%	$72,000	$93,600	$106,560
FURNITURE & EQUIPMENT SUBTOTAL					**1.20%**	**$72,000**	**$93,600**	**$106,560**
10.0 TECHNOLOGY								
Technology								
Recable all IT Wiring	1	Allowance	1	1	2.39%	$432,000	$0	$0
TECHNOLOGY SUBTOTAL					**2.39%**	**$432,000**	**$0**	**$0**
SOFT COSTS								
Building Infrastructure Improvement Total:					75.56%	$2,143,212	$8,218,174	$7,668,631
Project Contingency:	10.00%				7.20%	$163,921	$812,457	$756,207
Permits, Testing & Printing:	2.50%				1.98%	$45,078	$223,426	$207,957
Professional Fees & Costs:	9.00%				7.96%	$181,310	$898,641	$836,424
Construction Manager Fee & Costs:	9.00%				7.30%	$166,339	$824,441	$767,361
PROJECT TOTAL					**100.00%**	**$2,699,860**	**$10,977,139**	**$10,236,580**

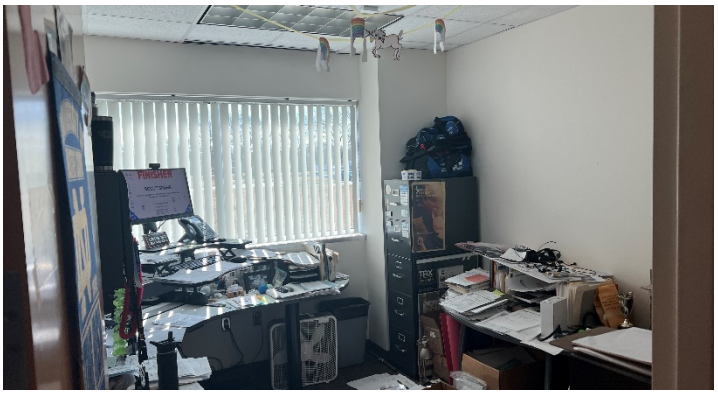
Building 06 – Jack E. Kirksey Livonia Community Recreation Center

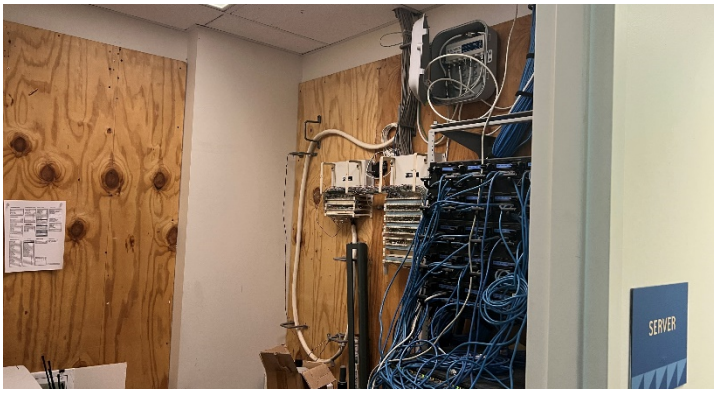
Photos:





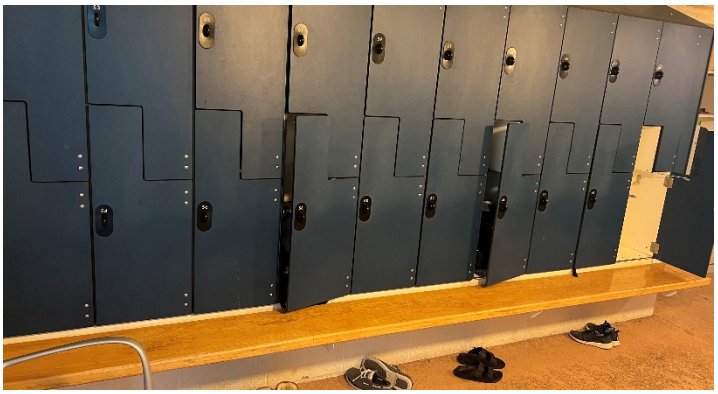






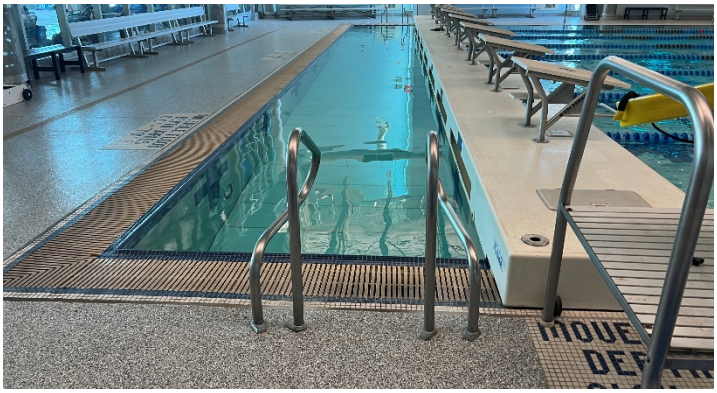






Building 06 – Jack E. Kirksey Livonia Community Recreation Center

Photos:

















Building 06 – Jack E. Kirksey Livonia Community Recreation Center

Photos:










Building 06 – Jack E. Kirksey Livonia Community Recreation Center

Photos:

















Building 07 – Livonia Housing Commission



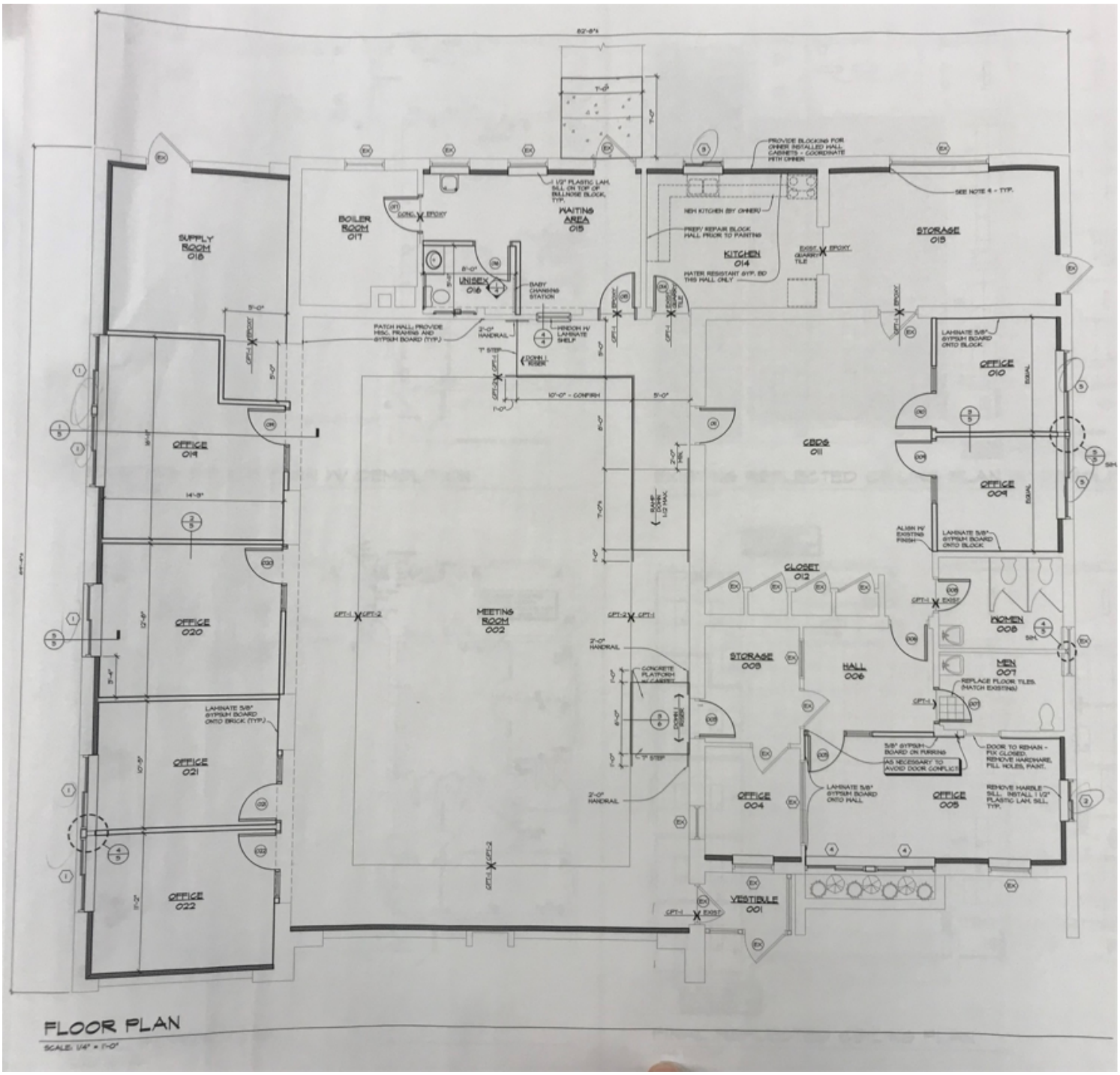
Address:	10800 Farmington Rd. Livonia MI 48150
Year Built:	~1966
Square Footage:	5,660
Site Area:	9.98 Acres
Parking Spaces:	54
Stories:	1
Basement:	No
Elevator(s):	No
Exterior Façade:	Brick
Roof:	EPDM
Fire Protection:	None

Site Plan:



Building 07 – Livonia Housing Commission

1st Floor Plan:



Building 07 – Livonia Housing Commission

Summary of Budgets:

Housing Commission									
Building SF	5,660		Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)	
1.0 SITE									
Paving									
Pavement and Base Reconstruction	33000	SF	1	33,000	17.87%	$213,840	$0	$0	
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.90%	$10,800	$0	$0	
Sealcoating/Re-striping	33000	SF	1	33,000	0.89%	$0	$0	$15,824	
Landscaping									
Improve Landscaping	1	Allowance	1	1	0.90%	$10,800	$0	$0	
Utilities									
Misc. Utility Repairs	1	Allowance	1	1	0.45%	$0	$7,020	$0	
Monument Sign - Powered & Electronic Display	1	EA	1	1	4.51%	$54,000	$0	$0	
SITE SUBTOTAL					**25.54%**	**$289,440**	**$7,020**	**$15,824**	
2.0 BUILDING ENVELOPE									
Roofing Work									
Misc. Roof Repairs	1	Allowance	1	1	0.90%	$0	$14,040	$0	
Windows									
Re-caulk Windows	1	Allowance	1	1	0.63%	$7,560	$0	$0	
Exterior Walls									
Re-Caulk Expansion Joints	1	Allowance	1	1	1.35%	$16,200	$0	$0	
Tuckpointing	1	Allowance	1	1	2.26%	$27,000	$0	$0	
Exterior Doors									
Exterior Hollow Metal Doors/Frames/Hardware- Single Door	3	EA	1	3	0.81%	$9,720	$0	$0	
BUILDING ENVELOPE SUBTOTAL					**5.96%**	**$60,480**	**$14,040**	**$0**	
3.0 INTERIOR/FINISHES									
Ceilings									
Remove Existing & Install New Acoustic Tile Ceiling	5,660	SF	1	5,660	4.34%	$51,959	$0	$0	
Flooring									
Remove & Replace Flooring - Carpet	5,660	SF	1	5,660	3.42%	$40,956	$0	$0	
Paint									
Paint - Interior	5,660	SF	1	5,660	0.77%	$9,169	$0	$0	
Restrooms									
Renovate - Toilet Room (Single / Staff)	1	EA	1	1	0.90%	$0	$14,040	$0	
Casework & Countertops									
Replace Misc. Casework/Millwork	1	Allowance	1	1	3.16%	$0	$49,140	$0	
INTERIOR/FINISHES SUBTOTAL					**12.59%**	**$102,084**	**$63,180**	**$0**	
4.0 PLUMBING SYSTEMS									
Fire Protection									
New Fire Suppression System	5,660	SF	1	5,660	2.55%	$30,564	$0	$0	
Equipment & Fixtures									
Existing Bradford White Hot Water Heater, Serial # EJ11099631,2008	1	EA	1	1	0.72%	$8,640	$0	$0	
Replace Flush Valves & Faucets	1	Allowance	1	1	0.45%	$0	$0	$7,992	
Piping									
Replace Piping, Valves & Unions	1	Allowance	1	1	0.45%	$0	$0	$7,992	
PLUMBING SYSTEMS SUBTOTAL					**4.18%**	**$39,204**	**$0**	**$15,984**	
5.0 HVAC SYSTEMS									
Equipment									
Existing Trane Roof Top Unit, Serial # 111510840L, 2011	1	EA	1	1	2.26%	$0	$0	$39,960	
Piping									
Replace Piping, Valves & Unions	1	Allowance	1	1	0.45%	$0	$0	$7,992	
Other HVAC									
Air and Water Balance	5,660	SF	1	5,660	0.15%	$0	$0	$2,714	
Commissioning	5,660	SF	1	5,660	0.10%	$0	$0	$1,809	
Temperature Controls	5,660	SF	1	5,660	1.43%	$0	$0	$25,331	
HVAC SYSTEMS SUBTOTAL					**4.39%**	**$0**	**$0**	**$77,807**	
6.0 ELECTRICAL SYSTEMS									
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.72%	$0	$0	$12,787	
Power for new HVAC	1	Allowance	1	1	5.06%	$0	$0	$89,510	
Miscellaneous Power Allowance	5,660	SF	1	5,660	0.20%	$2,445	$0	$0	
Lighting									
Replace Lighting with LED's (New OS, Switching, etc.)	5,660	SF	1	5,660	3.73%	$44,623	$0	$0	
Building Exterior/Site Lighting Allowance	1	Allowance	1	1	1.35%	$16,200	$0	$0	
Fire Alarm System									
Install Fire Alarm System	5,660	SF	1	5,660	1.12%	$0	$0	$19,903	
ELECTRICAL SYSTEMS SUBTOTAL					**12.19%**	**$63,269**	**$0**	**$122,201**	

Building 07 – Livonia Housing Commission

Summary of Budgets:

Housing Commission					Cost Data			
Building SF	5,660				Specification Factor =		Cost Escalation Factors	
					Geographic Factor =		1.08	1.30	1.48
					Cost Escalation Factor =				
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
7.0 SECURITY								
Security								
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.00%	$16,200	$0	$0
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$16,200	$0	$0
SECURITY SYSTEMS SUBTOTAL					**2.71%**	**$32,400**	**$0**	**$0**
8.0 ABATEMENT								
Abatement								
Abatement Allowance	1	Allowance	1	1	2.71%	$0	$42,120	$0
9.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance	1	Allowance	1	1	4.51%	$54,000	$0	$0
Other FF&E								
New Fridge and Freezers Allowance	1	Allowance	1	1	1.35%	$16,200	$0	$0
FURNITURE & EQUIPMENT SUBTOTAL					**5.87%**	**$70,200**	**$0**	**$0**
SOFT COSTS								
Building Infrastructure Improvement Total:					76.14%	$657,076	$126,360	$231,816
Project Contingency:	10.00%				7.03%	$58,688	$12,636	$23,182
Permits, Testing & Printing:	2.50%				1.93%	$16,139	$3,475	$6,375
Professional Fees & Costs:	9.00%				7.77%	$64,913	$13,976	$25,641
Construction Manager Fee & Costs:	9.00%				7.13%	$59,553	$12,822	$23,524
PROJECT TOTAL					**100.00%**	**$856,369**	**$169,270**	**$310,537**

Building 07 – Livonia Housing Commission

Photos:

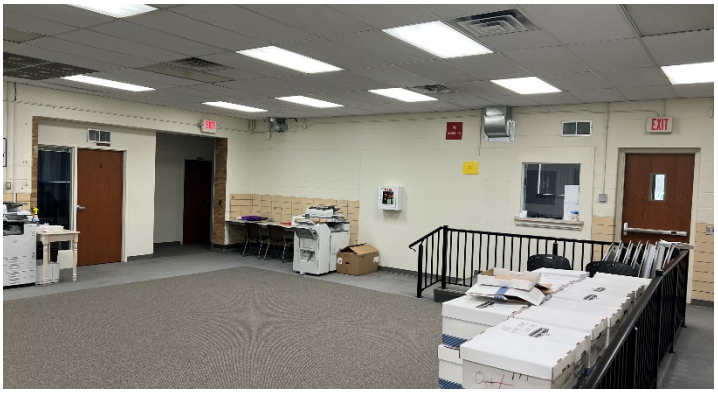
















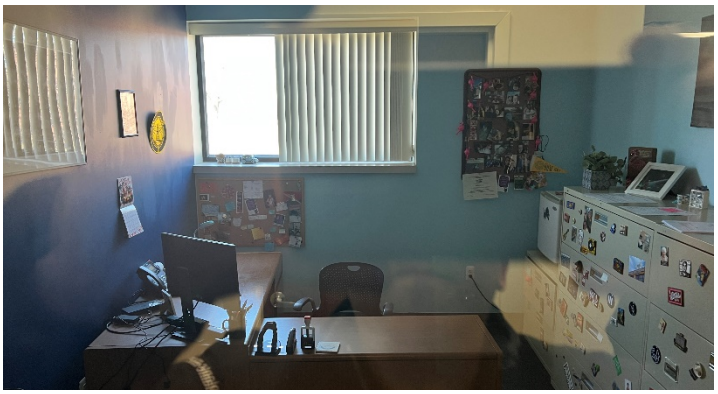
Building 07 – Livonia Housing Commission

Photos:

















Building 07 – Livonia Housing Commission

Photos:















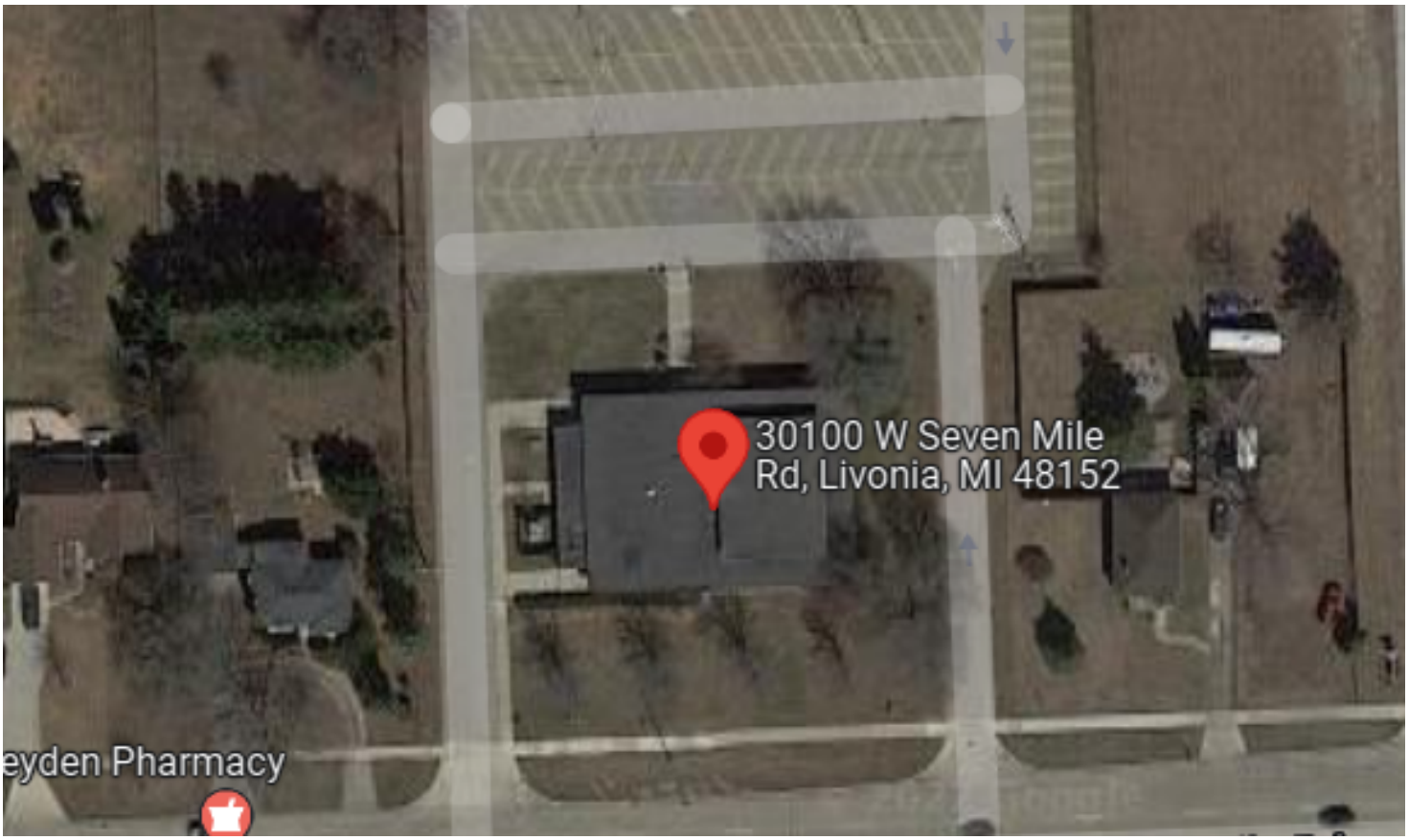


Building 08 – Carl Sandburg Library



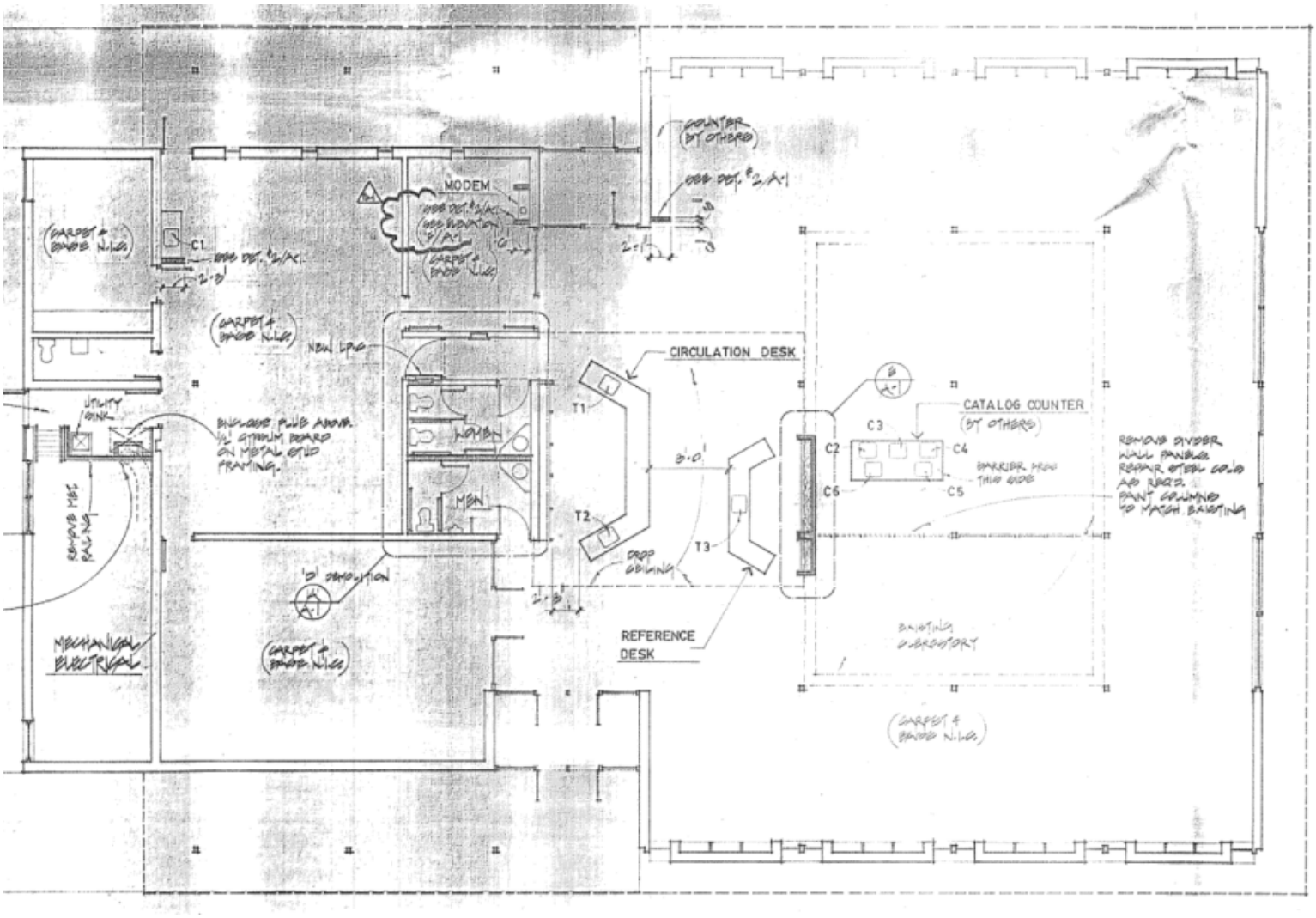
Address:	30100 W. Seven Mile Rd. Livonia MI 48152
Year Built:	1961
Square Footage:	8,600
Site Area:	2.20 Acres
Parking Spaces:	107
Stories:	1
Basement:	Yes
Elevator(s):	No
Exterior Façade:	Brick
Roof:	Tar
Fire Protection:	No

Site Plan:



Building 08 – Carl Sandburg Library

1st Floor Plan:



Building 08 – Carl Sandburg Library

Summary of Budgets:

Carl Sandburg Library									
Building SF	11,000		Cost Data Specification Factor =				Cost Escalation Factors	1.08	1.30	1.48
			Geographic Factor =							
			Cost Escalation Factor =							
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
1.0 SITE								
Paving								
Pavement and Base Reconstruction	55,000	SF	1	55,000	13.46%	$0	$463,320	$0
Selective Sidewalk & Curb Replacement	1	Allowance	1	1	0.41%	$10,800	$0	$0
Sealcoating/Re-striping	55,000	SF	1	55,000	0.67%	$17,820	$0	$0
Landscaping								
Improve Landscaping	1	Allowance	1	1	0.41%	$0	$14,040	$0
Utilities								
Catch Basin / Manholes	3	EA	1	3	0.55%	$0	$18,870	$0
Misc. Utility Repairs	1	Allowance	1	1	1.02%	$0	$35,100	$0
Monument Sign - Powered & Electronic Display	1	EA	1	1	2.04%	$54,000	$0	$0
SITE SUBTOTAL					**18.56%**	**$82,620**	**$531,330**	**$0**
2.0 BUILDING ENVELOPE								
Roofing Work								
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered- (In Process)	15,000	SF	1	15,000	9.44%	$250,000	$0	$0
Install Roof Access Ladder	1	EA	1	1	0.09%	$2,419	$0	$0
Windows								
Re-caulk Windows	1	Allowance	1	1	0.31%	$8,100	$0	$0
Exterior Walls								
Re-Caulk Expansion Joints	1	Allowance	1	1	0.61%	$16,200	$0	$0
Tuckpointing	1	Allowance	1	1	1.63%	$43,200	$0	$0
Exterior Doors								
Exterior Hollow Metal Doors/Frames/Hardware- Single Door	2	EA	1	2	0.24%	$6,480	$0	$0
BUILDING ENVELOPE SUBTOTAL					**12.33%**	**$326,399**	**$0**	**$0**
3.0 INTERIOR/FINISHES								
Interior Doors & Hardware								
Replace Interior Doors & Hardware	10	EA	1	10	1.63%	$43,200	$0	$0
Ceilings								
Remove Existing & Install New Acoustic Tile Ceiling	3,000	SF	1	3,000	1.04%	$27,540	$0	$0
Flooring								
Remove & Replace Flooring - Carpet	11,000	SF	1	11,000	3.01%	$0	$0	$117,802
Paint								
Paint - Interior	11,000	SF	1	11,000	0.67%	$0	$23,166	$0
Restrooms								
Renovate - Toilet Room (Single / Staff)	1	EA	2	2	1.37%	$36,288	$0	$0
Casework & Countertops								
Replace Misc. Casework/Millwork	1	Allowance	1	1	4.08%	$108,000	$0	$0
INTERIOR/FINISHES SUBTOTAL					**11.80%**	**$215,028**	**$23,166**	**$117,802**
4.0 PLUMBING SYSTEMS								
Fire Protection								
New Fire Suppression System	11,000	SF	1	11,000	2.24%	$59,400	$0	$0
Equipment & Fixtures								
Existing Lochinvar Hot Water Heater, Serial # 1213A012099, 2012	1	EA	1	1	0.33%	$0	$11,232	$0
Replace Flush Valves & Faucets	1	Allowance	1	1	0.46%	$0	$0	$17,902
Provide Bottle Filler Drinking Fountains	1	EA	1	1	0.27%	$7,258	$0	$0
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	0.49%	$0	$0	$19,181
PLUMBING SYSTEMS SUBTOTAL					**3.79%**	**$66,658**	**$11,232**	**$37,083**
5.0 HVAC SYSTEMS								
Equipment								
Existing Lochinvar Boiler, Serial #J938512, 1990	1	EA	1	1	3.06%	$81,000	$0	$0
Replace Boiler Pumps	1	EA	1	1	0.34%	$9,072	$0	$0
Existing MagicAire Air Handler Unit, Serial # 940489444, 1994	1	EA	1	1	0.61%	$16,200	$0	$0
Existing MagicAire Air Handler Unit, Serial # 940592687, 1994	1	EA	1	1	0.61%	$16,200	$0	$0
Existing MagicAire Air Handler Unit, Serial # 94059286, 1994	1	EA	1	1	0.61%	$16,200	$0	$0
Existing Trane Chiller, Serial # J94E81342, 1994 (Slated for replacement 2022)	1	EA		-	0.00%	$0	$0	$0
Piping								
Replace Piping, Valves & Unions	1	Allowance	1	1	1.02%	$27,000	$0	$0
Other HVAC								
Air and Water Balance	11,000	SF	1	11,000	0.13%	$3,564	$0	$0
Commissioning	11,000	SF	1	11,000	0.09%	$2,376	$0	$0
Temperature Controls- (In Process)	11,000	SF	1	11,000	1.26%	$33,264	$0	$0
HVAC SYSTEMS SUBTOTAL					**8.35%**	**$221,076**	**$0**	**$0**

Building 08 – Carl Sandburg Library

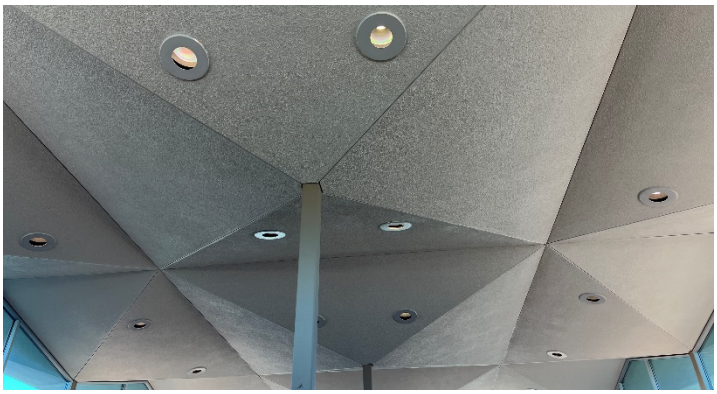
Summary of Budgets:

Carl Sandburg Library									
Building SF	11,000			Cost Data Specification Factor =			Cost Escalation Factors	1.08	1.30	1.48
				Geographic Factor =						
				Cost Escalation Factor =						
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
6.0 ELECTRICAL SYSTEMS								
Power								
Power for IT Equipment & Upgrades	1	Allowance	1	1	0.61%	$0	$0	$23,976
Replace Existing Electrical Panels	1	Allowance	1	1	2.04%	$0	$0	$79,920
Power for new HVAC	1	Allowance	1	1	2.28%	$60,480	$0	$0
Miscellaneous Power Allowance- (New Outlets Needed)	11,000	SF	1	11,000	0.18%	$4,752	$0	$0
Panel Capacity Investigations and Re-tagging	1	Allowance	1	1	0.69%	$18,144	$0	$0
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	11,000	SF	1	11,000	3.28%	$86,724	$0	$0
Replace Emergency & Exit Lights	11,000	SF	1	11,000	0.13%	$3,564	$0	$0
Building Exterior/Site Lighting Allowance	1	Allowance	1	1	2.28%	$60,480	$0	$0
Fire Alarm System								
Install Fire Alarm System	11,000	SF	1	11,000	0.99%	$26,136	$0	$0
ELECTRICAL SYSTEMS SUBTOTAL					**12.48%**	**$260,280**	**$0**	**$103,896**
7.0 SECURITY								
Security								
Security Allowance - Cameras / Surveillance	1	Allowance	1	1	0.61%	$0	$0	$23,976
Security Allowance - Access Controls	1	Allowance	1	1	0.00%	$0	$0	$23,976
SECURITY SYSTEMS SUBTOTAL					**1.22%**	**$0**	**$0**	**$47,952**
8.0 ABATEMENT								
Abatement								
Abatement Allowance	1	Allowance	1	1	2.45%	$64,800	$0	$0
ABATEMENT SUBTOTAL					**2.45%**	**$64,800**	**$0**	**$0**
9.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance	1	Allowance	1	1	1.84%	$0	$63,180	$0
New Book Shelves	1	Allowance	1	1	3.06%	$81,000	$0	$0
FURNITURE & EQUIPMENT SUBTOTAL					**4.90%**	**$81,000**	**$63,180**	**$0**
SOFT COSTS								
Building Infrastructure Improvement Total:					75.89%	$1,317,861	$628,908	$306,733
Project Contingency:	10.00%				7.10%	$123,686	$56,573	$30,673
Permits, Testing & Printing:	2.50%				1.95%	$34,014	$15,558	$8,435
Professional Fees & Costs:	9.00%				7.85%	$136,806	$62,574	$33,927
Construction Manager Fee & Costs:	9.00%				7.20%	$125,510	$57,407	$31,126
PROJECT TOTAL					**100.00%**	**$1,737,877**	**$821,019**	**$410,894**

Building 08 – Carl Sandburg Library

Photos:










Building 08 – Carl Sandburg Library

Photos:

















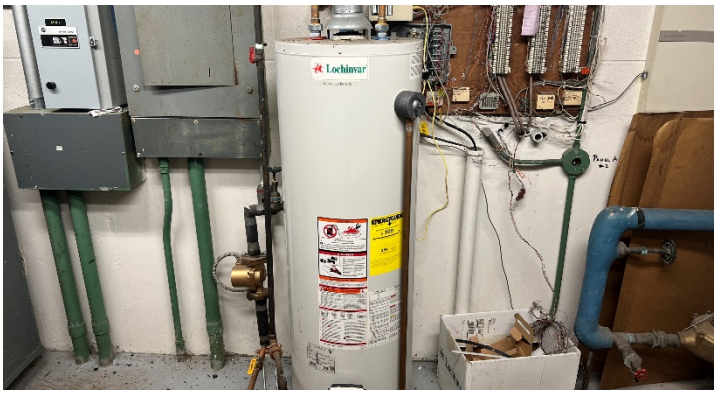
Building 08 – Carl Sandburg Library

Photos:



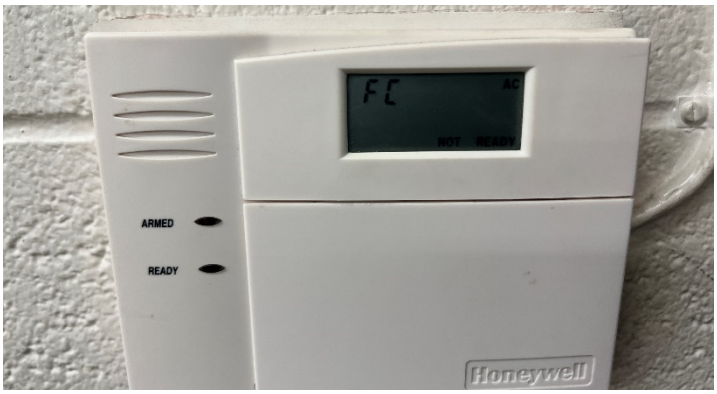


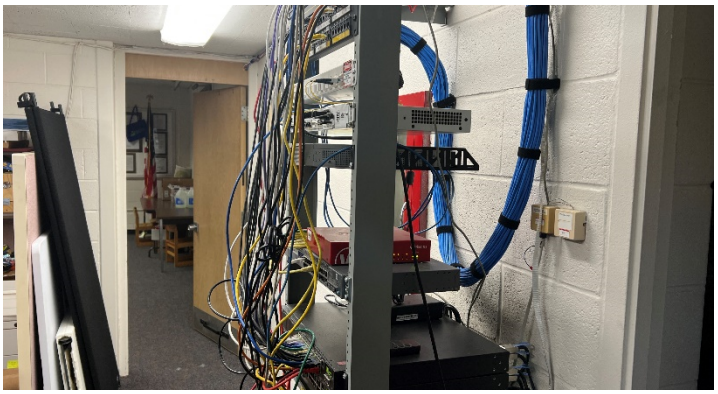












Building 08 – Carl Sandburg Library

Photos:







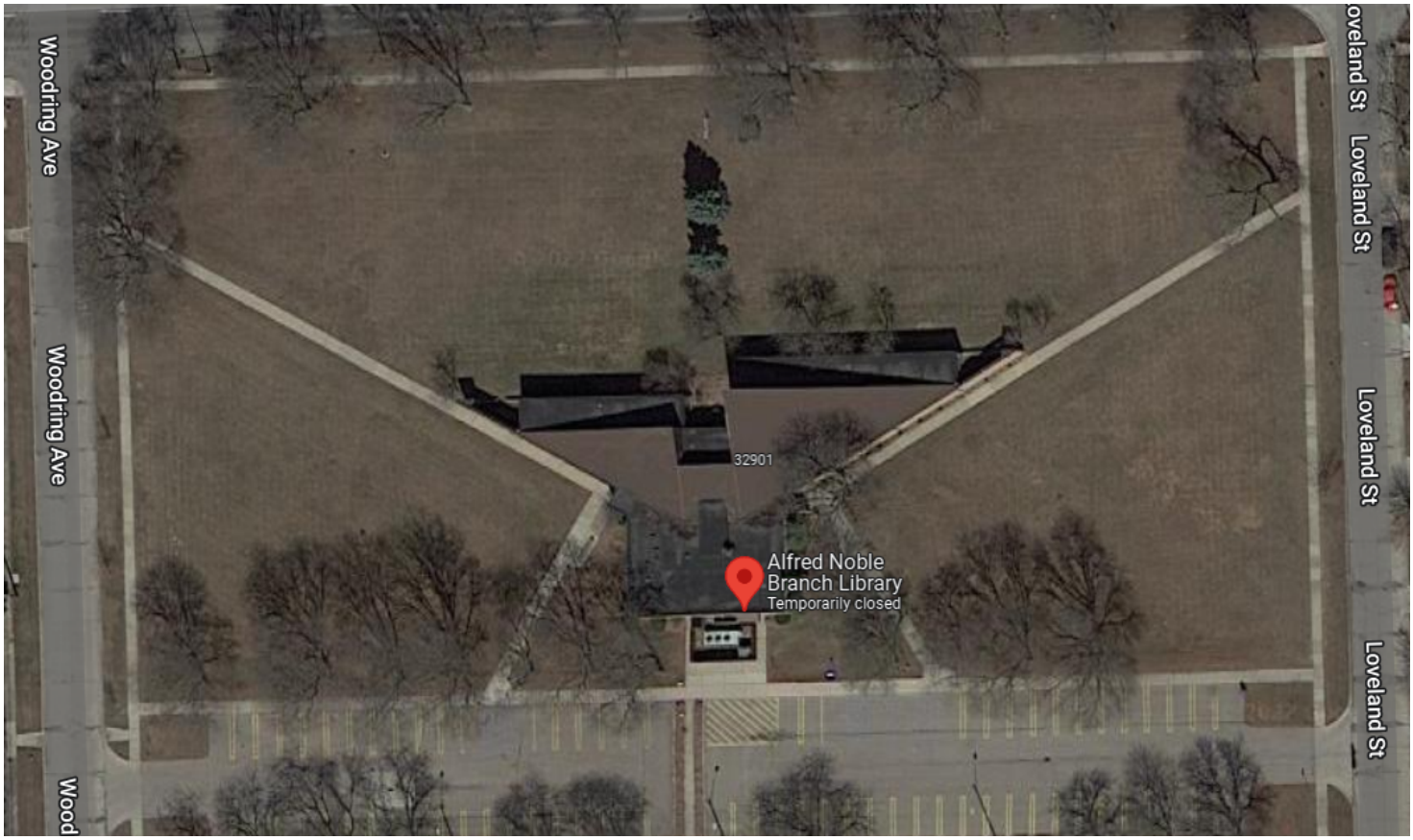



Building 09 – Alfred Noble Branch Library



Address:	32901 Plymouth Rd. Livonia MI 48150
Year Built:	1967
Square Footage:	12,175
Site Area:	4.84 Acres
Parking Spaces:	81
Stories:	1
Basement:	Yes
Elevator(s):	No
Exterior Façade:	Brick
Roof:	EPDM & Shingles
Fire Protection:	No

Site Plan:



Building 09 – Alfred Noble Branch Library

Summary of Budgets:

Alfred Noble Branch Library									
Building SF	16,000			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors	1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Future Need Cost (7 - 10 years)
1.0 SITE								
Demolition								
Building Demolition (Non-Abated)	16000	SF	1	16,000	47.44%	$164,160	$0	$0
Paving								
Pulverize Existing Parking Lot	32,000	SF	1	32,000	5.99%	$20,736	$0	$0
Landscaping								
Landscape Restoration	85000	SF	1	85,000	21.22%	$73,440	$0	$0
SITE SUBTOTAL					**74.65%**	**$258,336**	**$0**	**$0**
SOFT COSTS								
Building Infrastructure Improvement Total:					74.65%	$258,336	$0	$0
Project Contingency:	10.00%				7.47%	$25,834	$0	$0
Permits, Testing & Printing:	2.50%				2.05%	$7,104	$0	$0
Professional Fees & Costs:	9.00%				8.26%	$28,574	$0	$0
Construction Manager Fee & Costs:	9.00%				7.58%	$26,215	$0	$0
PROJECT TOTAL					**100.00%**	**$346,062**	**$0**	**$0**

Building 09 – Alfred Noble Branch Library

Photos:










Building 09 – Alfred Noble Branch Library

Photos:













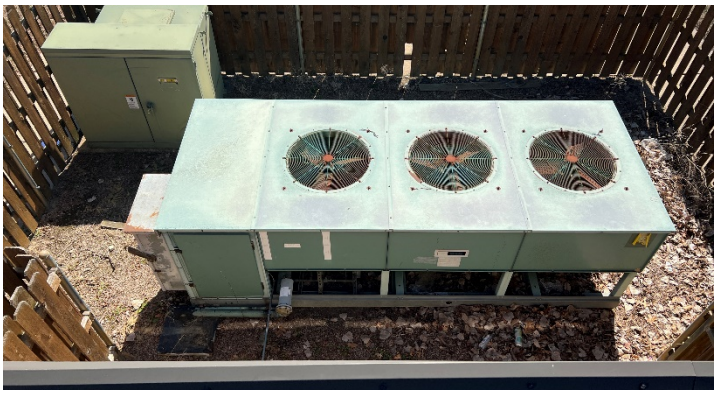




Building 09 – Alfred Noble Branch Library

Photos:







Building 10 – City Wide Technology

Summary of Budgets:

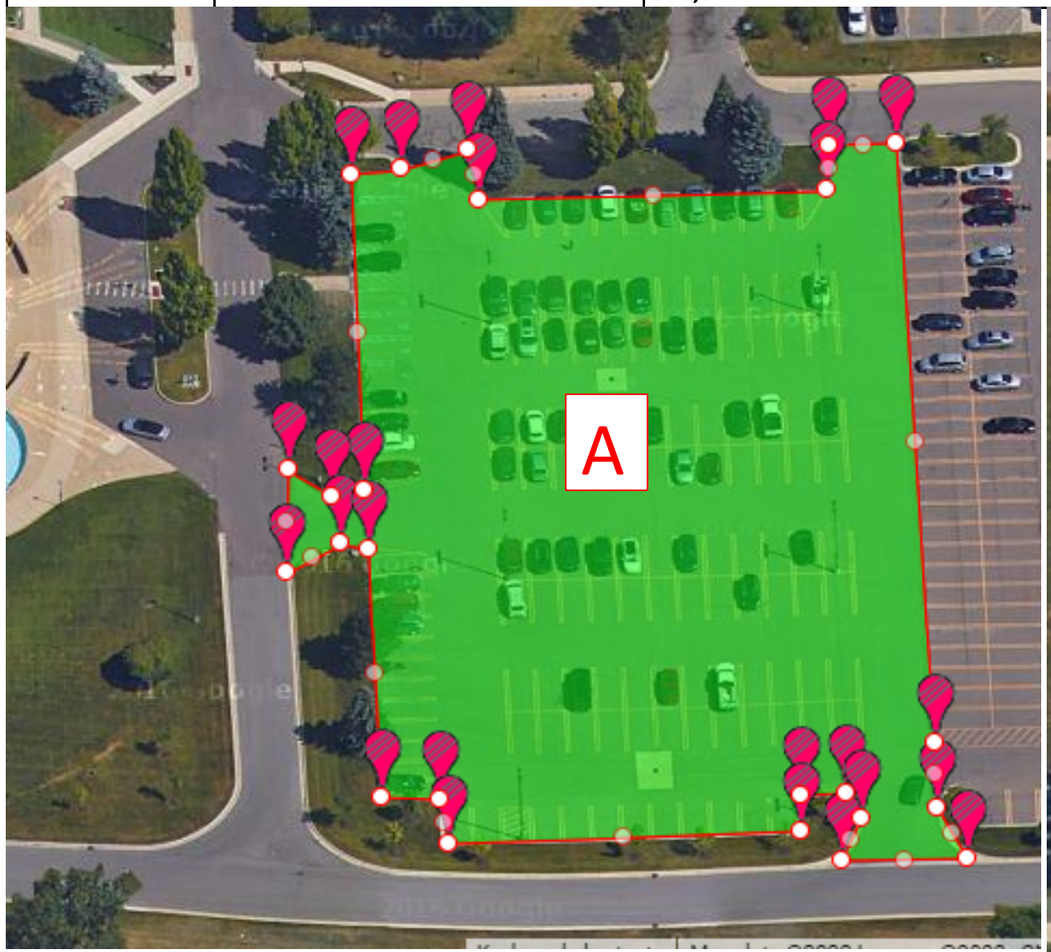
City Wide - Technology								
Building SF -			Cost Data Specification Factor = Geographic Factor = Cost Escalation Factor =			Cost Escalation Factors 1.08	1.30	1.48
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Critical Needs Cost (1 - 3 years)	Deferrable Maintenance Cost (4 - 6 years)	Property Enhancement Cost (7 - 10 years)
10.0 TECHNOLOGY								
Technology								
Run Fiber To All Buildings (In Process)	10	EA	1	10	37.33%	$360,000	$468,000	$532,800
Upgrade Wireless Networks	1	Allowance	1	1	18.66%	$540,000	$0	$0
Electronic Time Keeping System	1	Allowance	1	1	18.66%	$540,000	$0	$0
TECHNOLOGY SUBTOTAL					**74.65%**	**$1,440,000**	**$468,000**	**$532,800**
SOFT COSTS								
Building Infrastructure Improvement Total:					74.65%	$1,440,000	$468,000	$532,800
Project Contingency:	10.00%				7.47%	$144,000	$46,800	$53,280
Permits, Testing & Printing:	2.50%				2.05%	$39,600	$12,870	$14,652
Professional Fees & Costs:	9.00%				8.26%	$159,275	$51,764	$58,932
Construction Manager Fee & Costs:	9.00%				7.58%	$146,124	$47,490	$54,066
PROJECT TOTAL					**100.00%**	**$1,928,999**	**$626,925**	**$713,730**

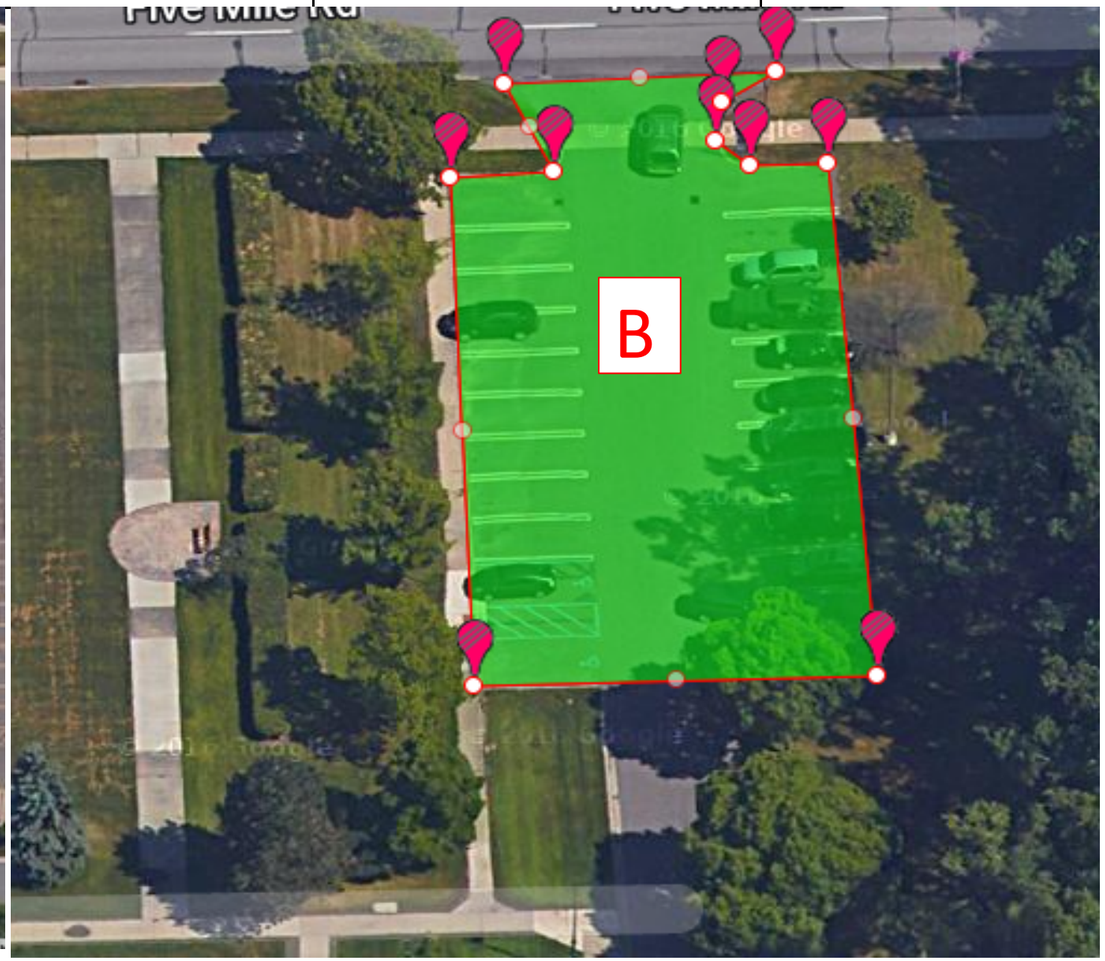


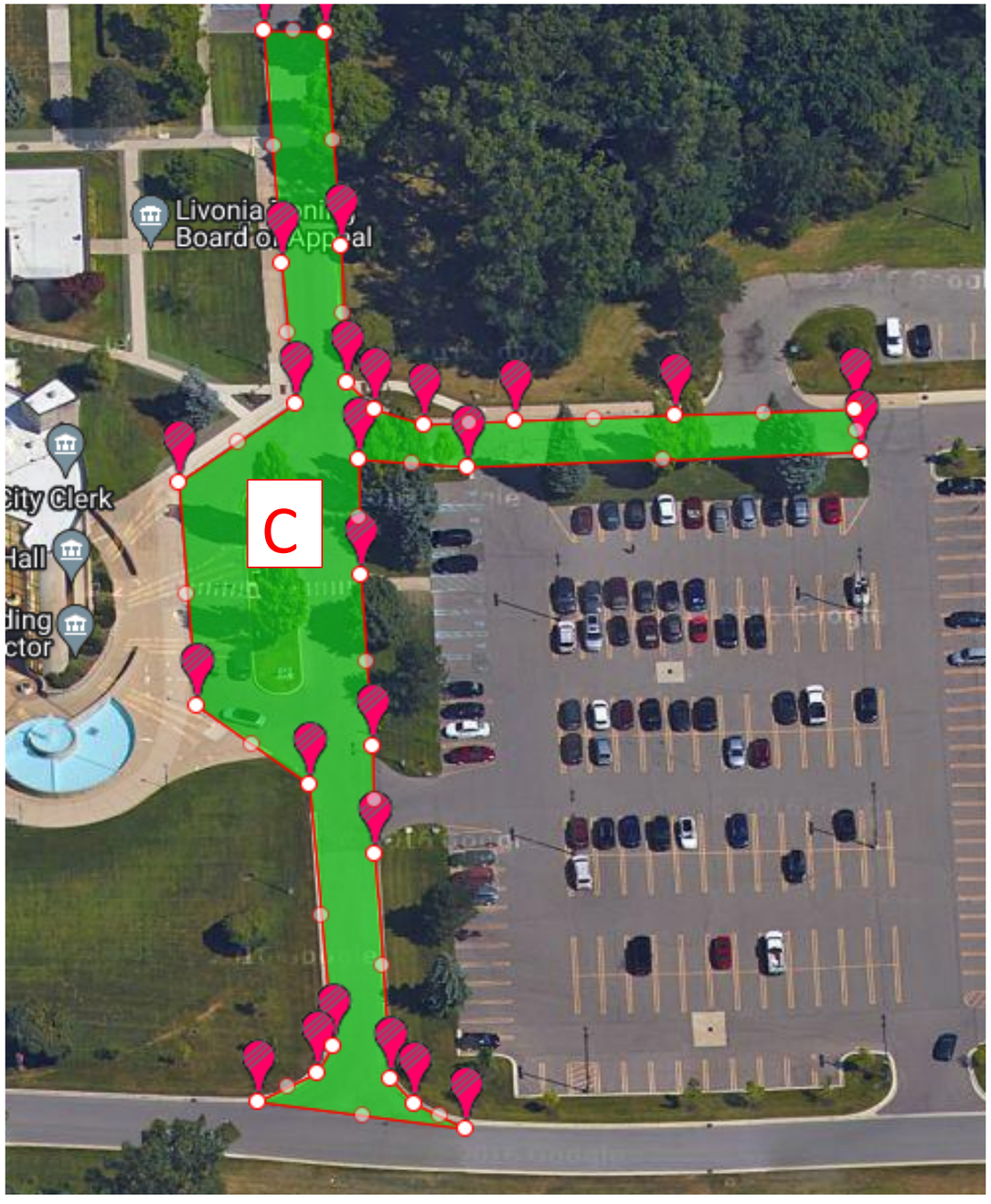
Section D

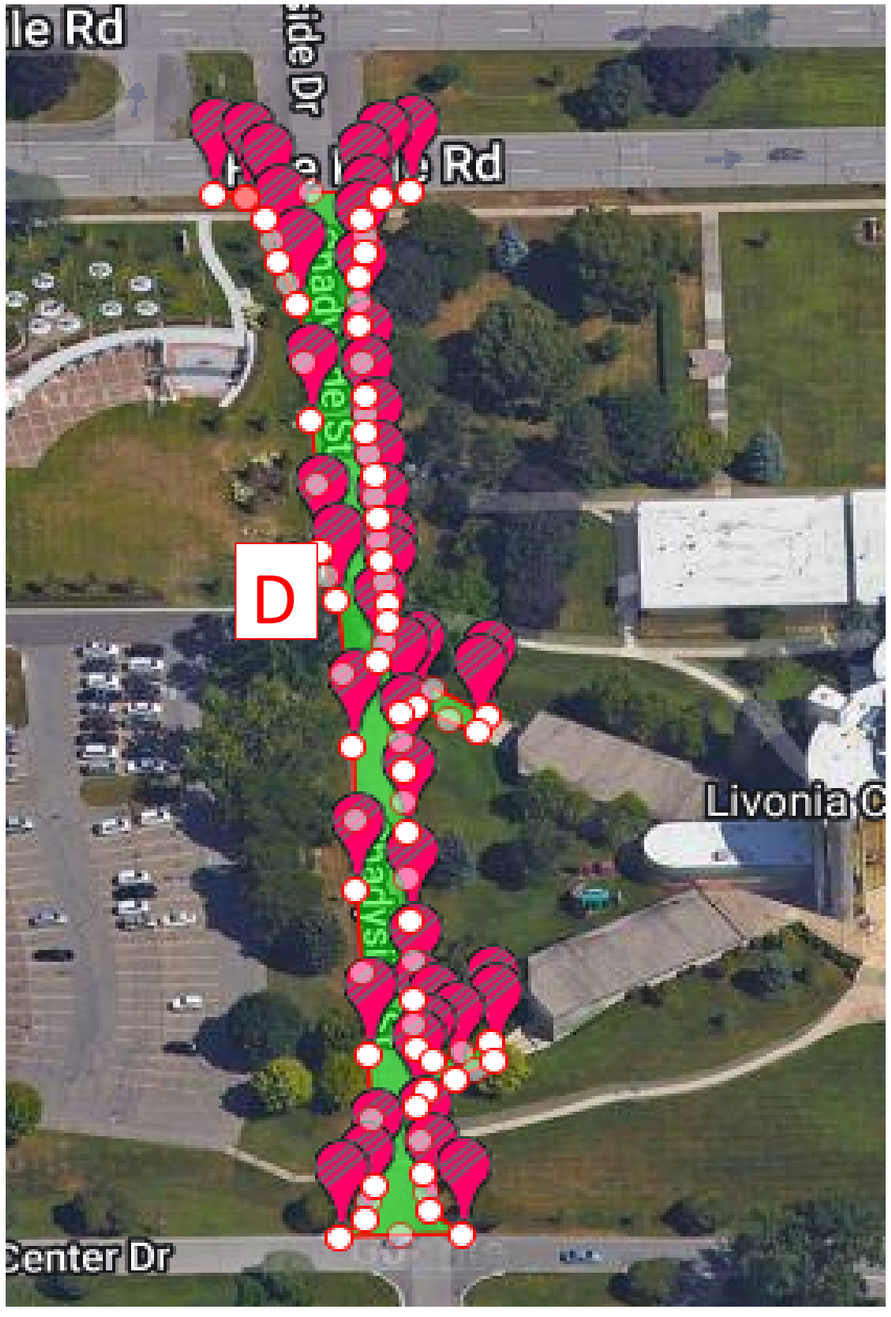
Parking Lot Take-Offs

Bldg. No.	Name	Address	
1	City Hall	33000 Civic Center Drive, Livonia, MI 48154	
Parking Area	**Material**	**Sq.ft.**	**Notes**
A	Asphalt	59,369	
B	Asphalt	9,156	
C	Asphalt	22,225	Island removed from total
D	Asphalt	19,447	
TOTAL		**110,197**	



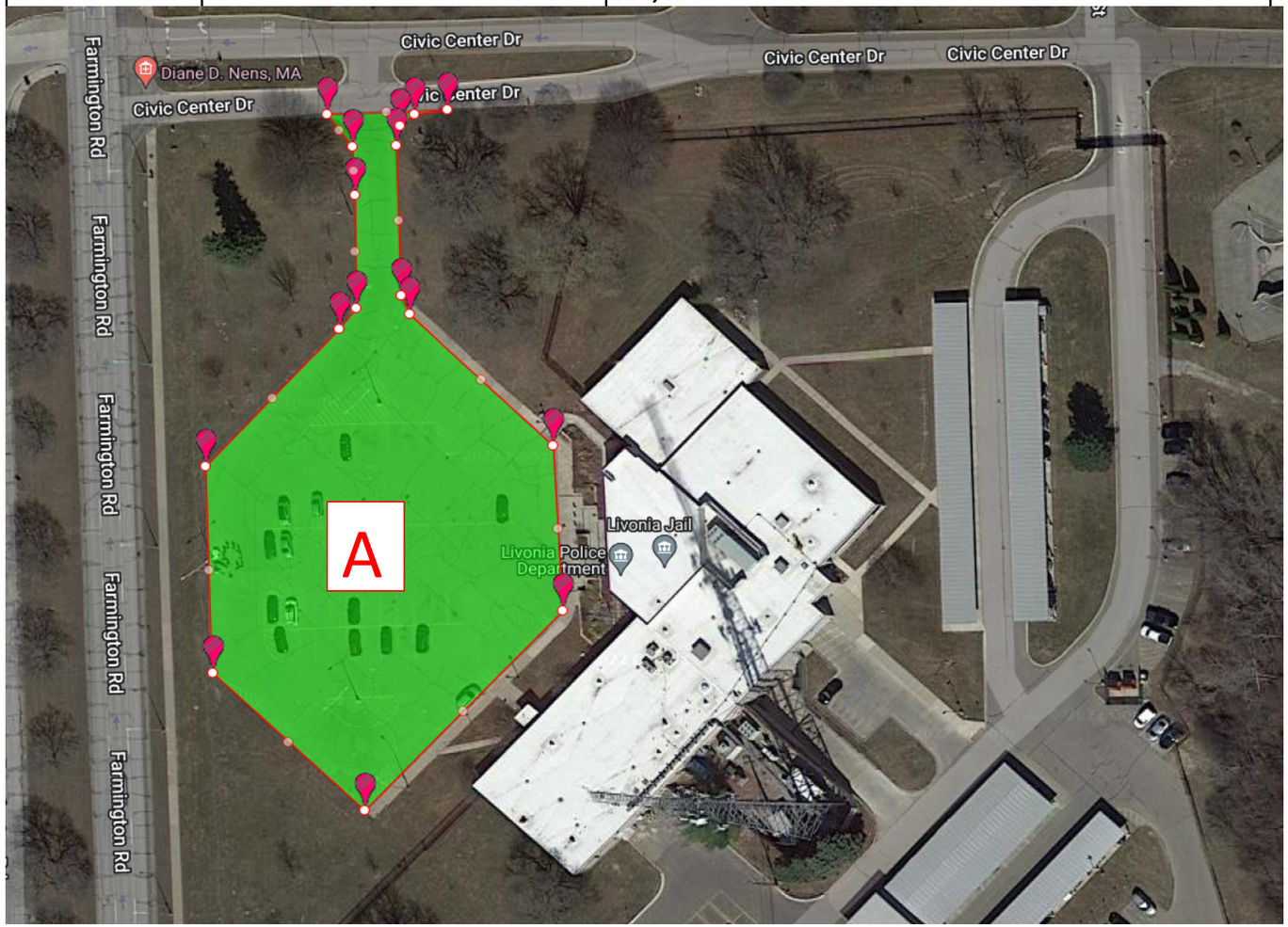


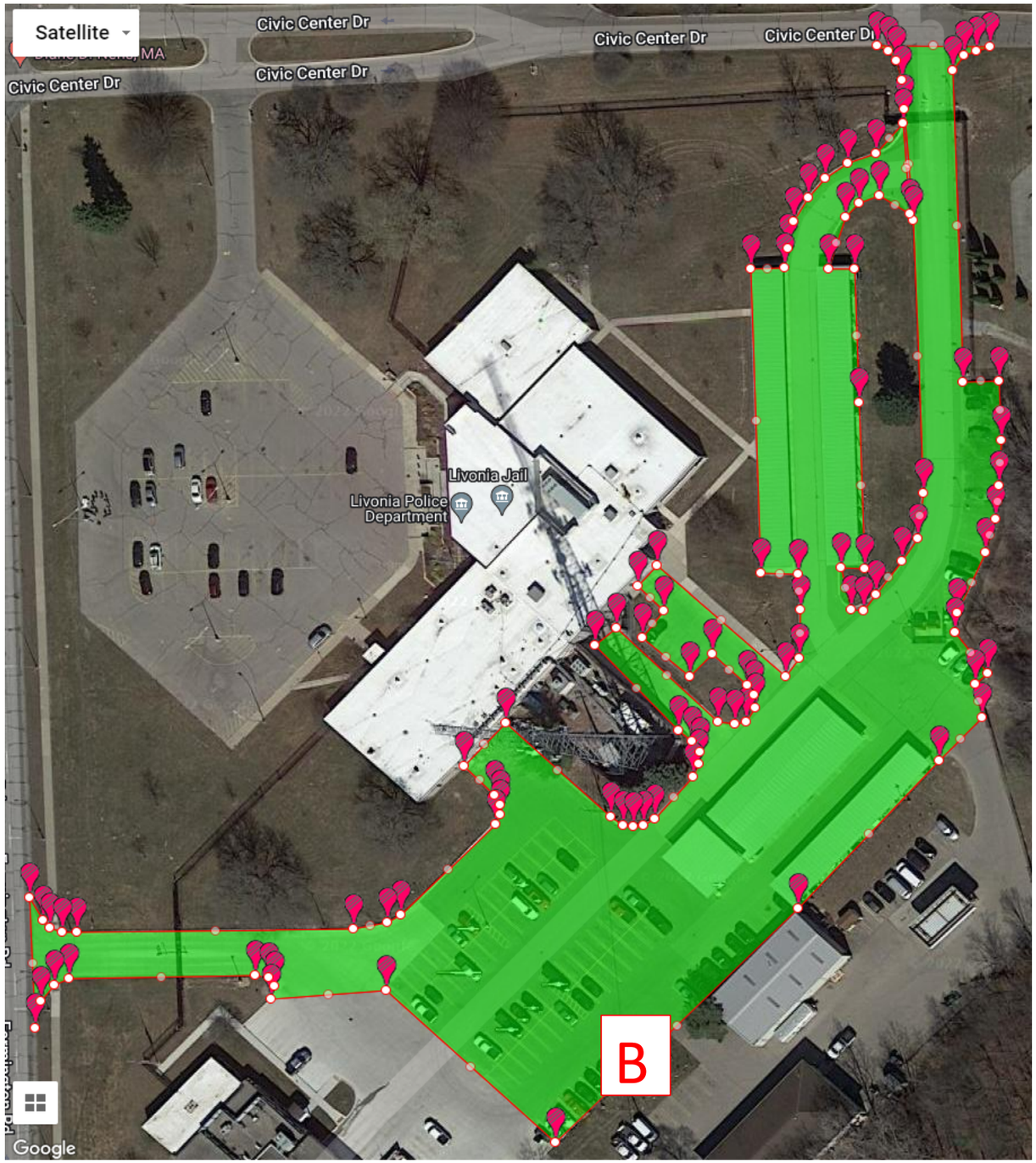

C
Livonia
Board of
City Clerk
Hall
ding
ctor


D
le Rd
ide Dr
Rd
Livonia C
Center Dr

Bldg. No.	Name	Address
1	Police Department	15050 Farmington Rd. Livonia, MI 48154
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	49,165
B	Asphalt	105,749
TOTAL		**154,914**

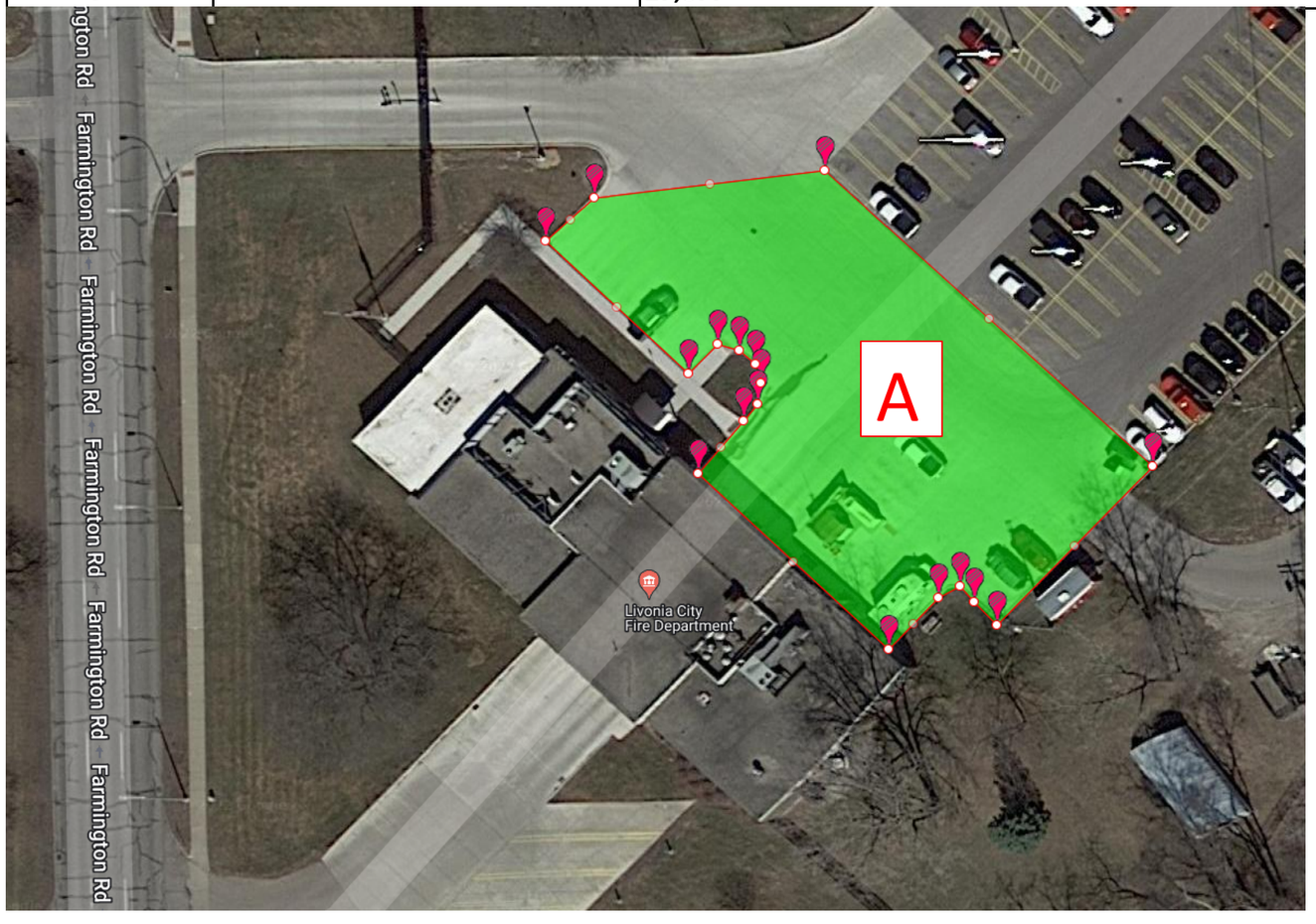
Notes




Satellite
Civic Center Dr
Civic Center Dr
Civic Center Dr
Civic Center Dr
Civic Center Dr
Livonia Jail
Livonia Police Department
B
Google

Bldg. No.	Name	Address
1	Livonia City Fire Department	14910 Farmington Rd. Livonia MI 48154
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	16,365
B	Concrete	11,512
TOTAL		**27,877**

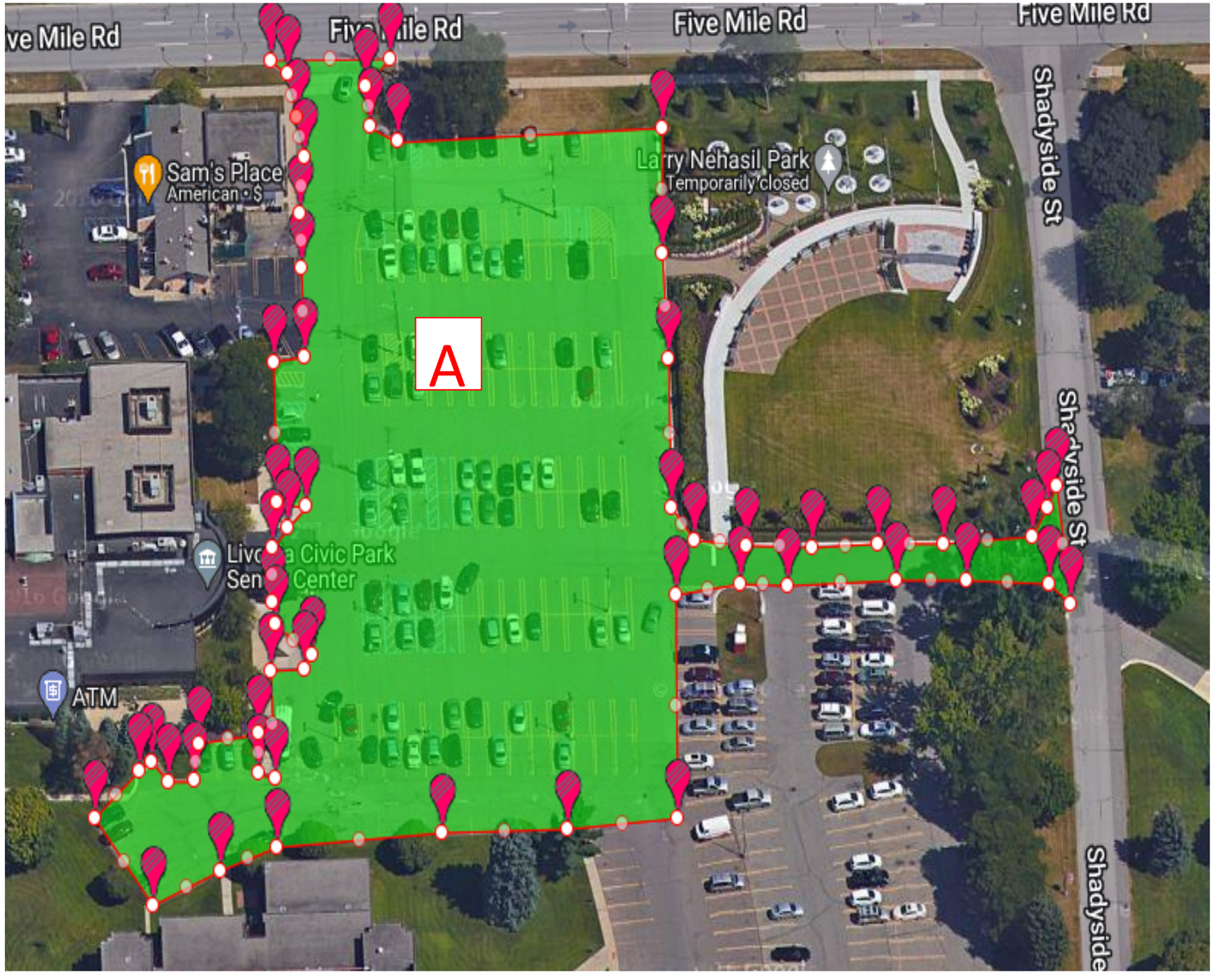
Notes



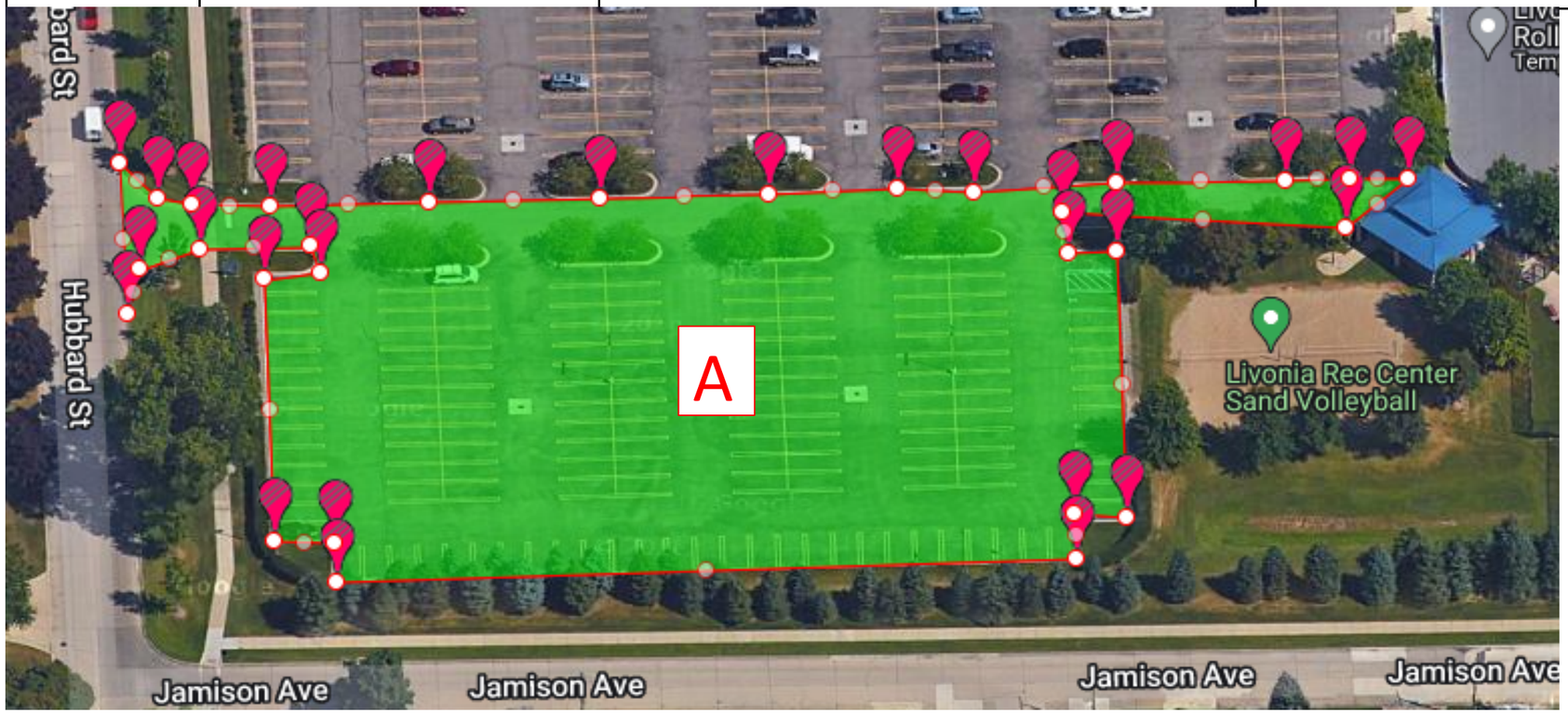
Farmington Rd
Farmington Rd
Farmington Rd
Farmington Rd
Livonia City
Fire Department
B

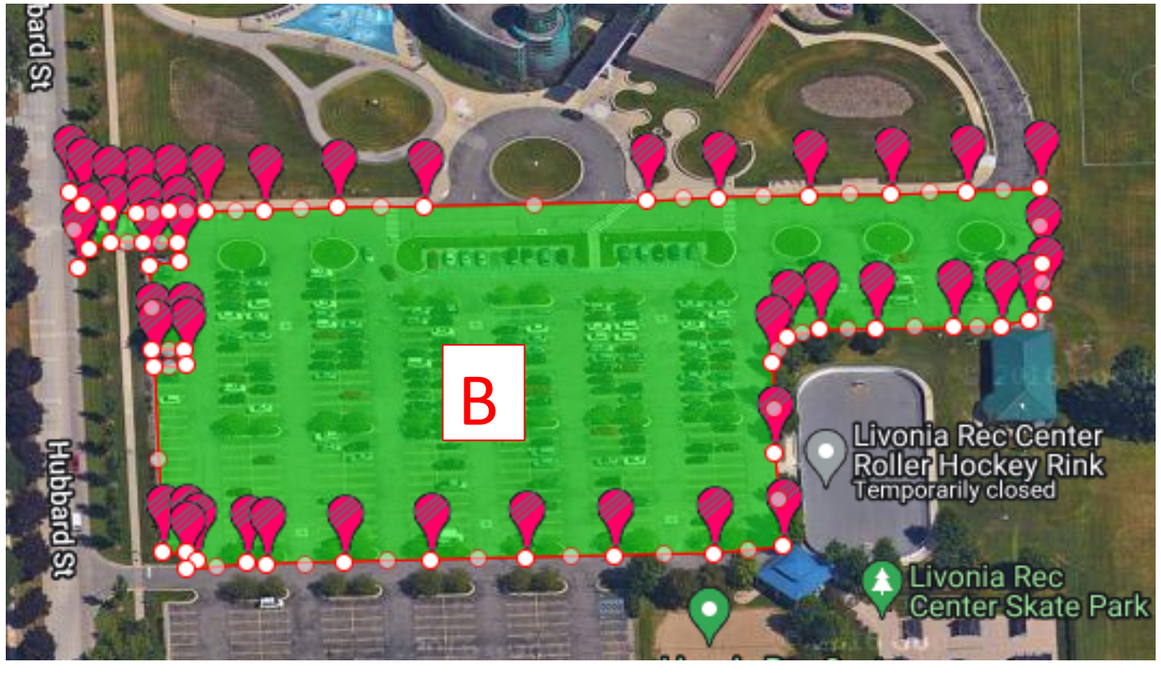
Bldg. No.	Name	Address
1	Senior Center	15218 Farmington Rd. MI 48154
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	82,497
TOTAL		**82,497**

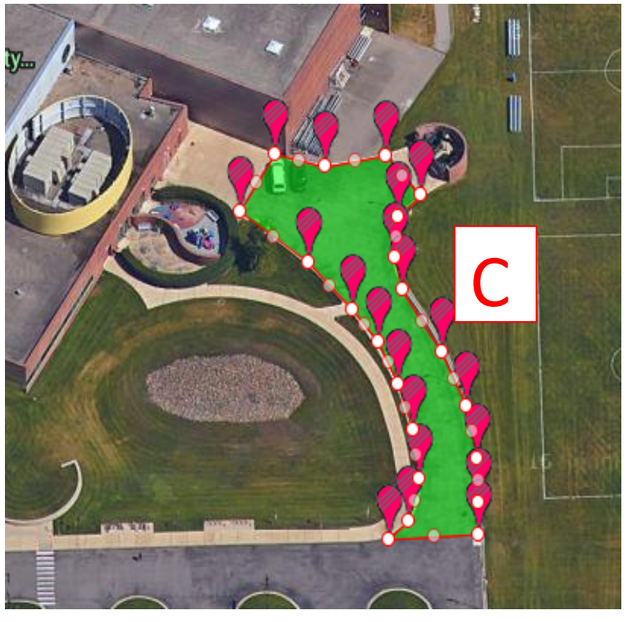
Notes

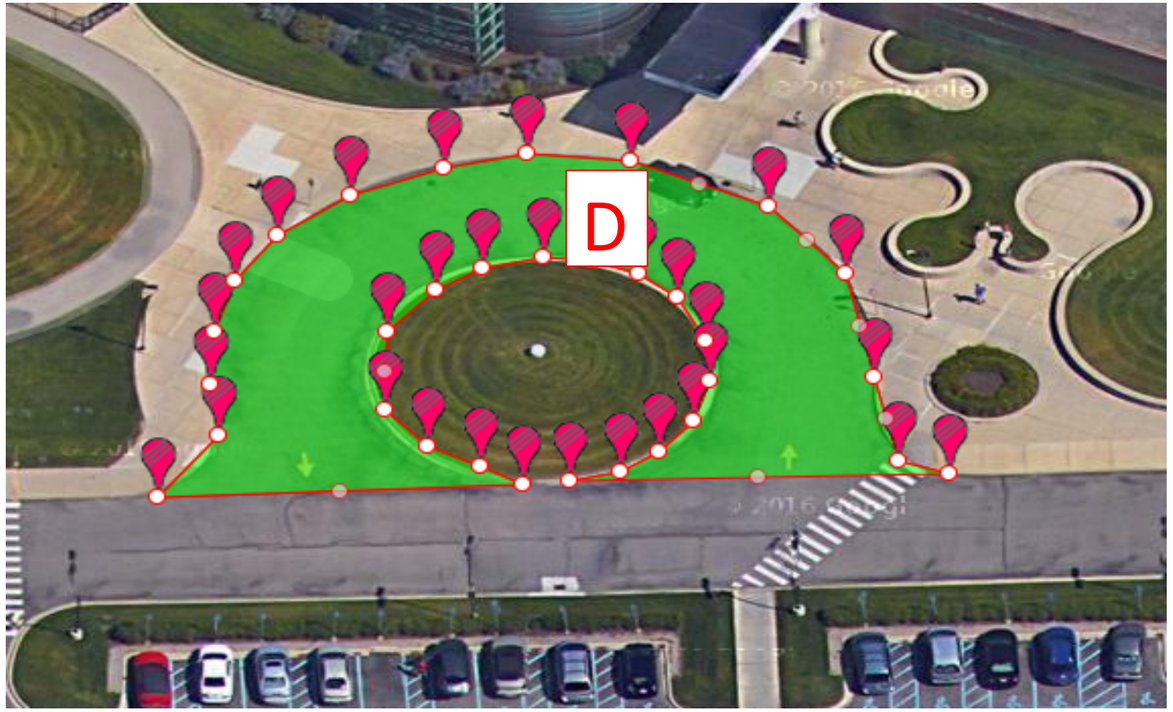


Bldg. No.	Name	Address	
1	Rec Center	15100 Hubbard St. Livonia MI 48154	
Parking Area	**Material**	**Sq.ft.**	**Notes**
A	Asphalt	59,129	Islands removed from total
B	Asphalt	147,576	Islands removed from total
C	Asphalt	9,013	
D	Asphalt	6,634	
TOTAL		**222,352**	




B
Hubbard St
Livonia Rec Center
Roller Hockey Rink
Temporarily closed
Livonia Rec
Center Skate Park

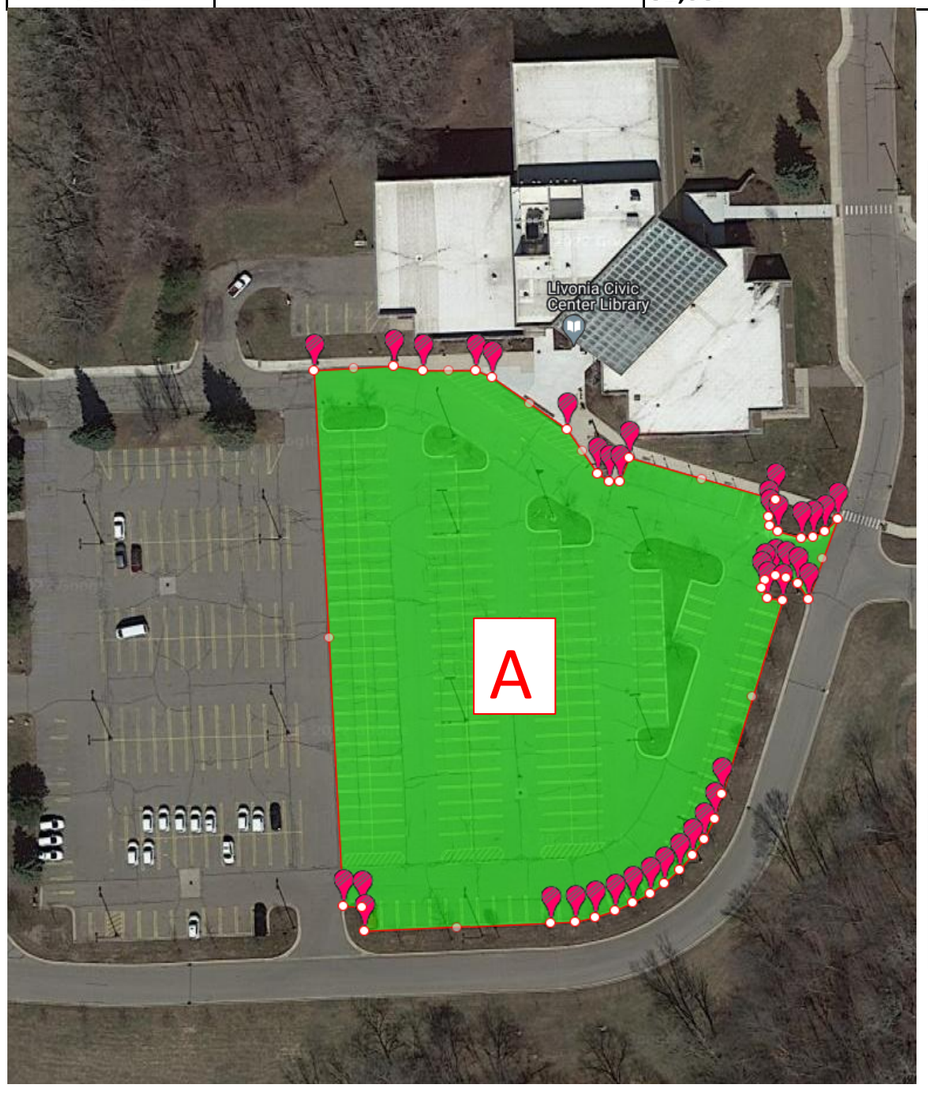

C

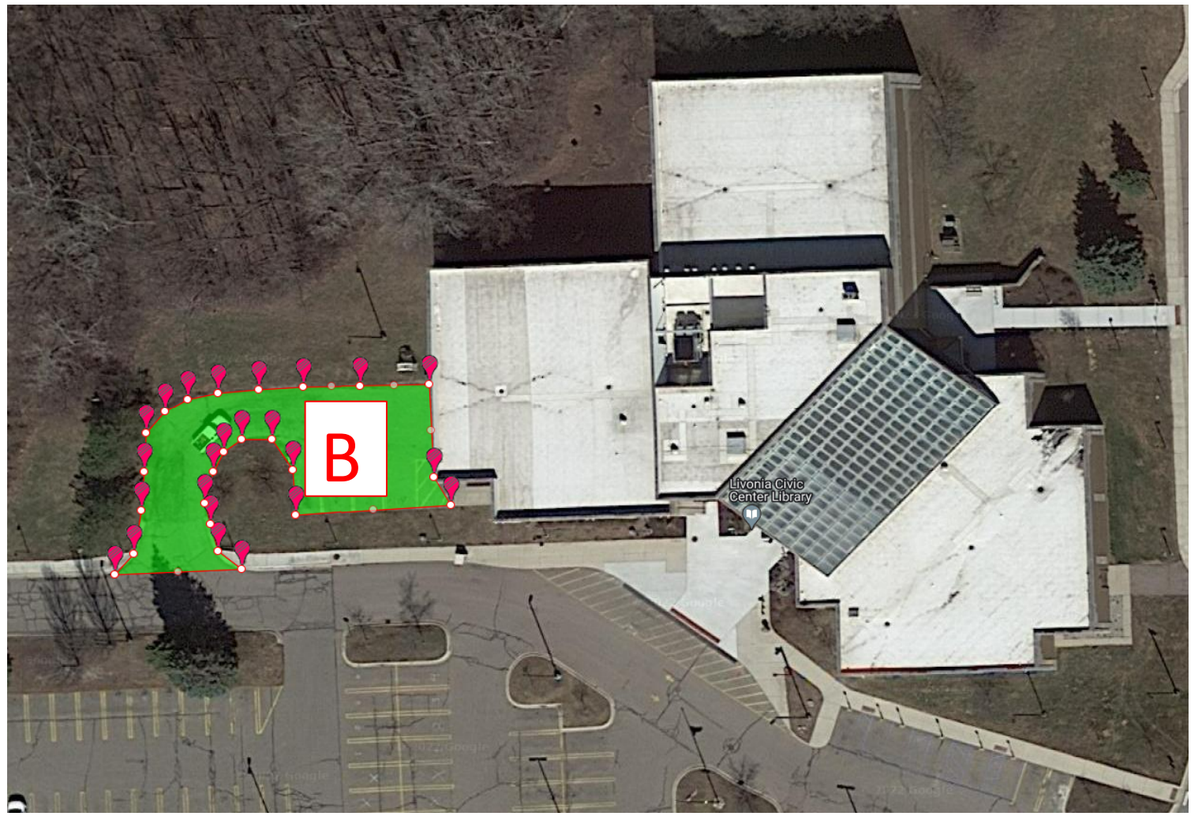

D

Bldg. No.	Name	Address
1	Livonia Civic Center Library	32777 Five Mile Rd. Livonia MI 48154
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	77,118
B	Asphalt	5,269
TOTAL		**82,387**

Notes

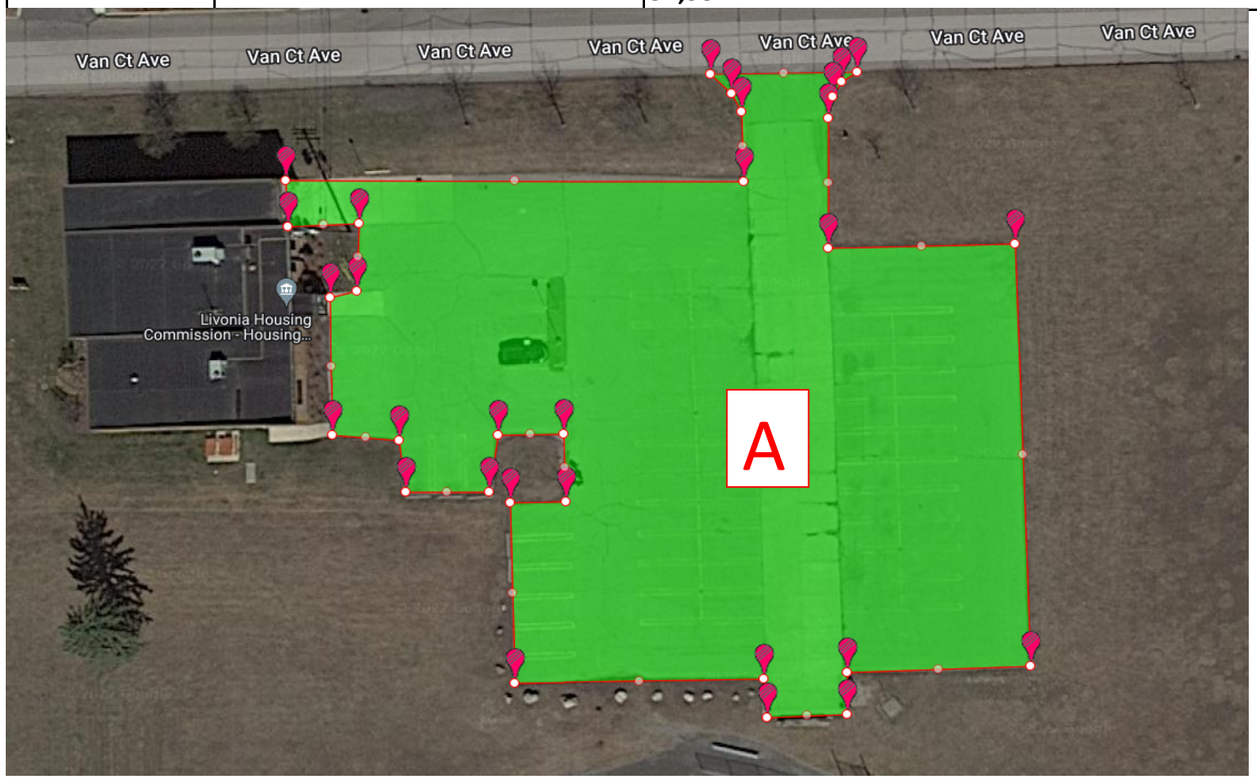
Islands removed from total	2,681
Islands removed from total	835
Islands removed from total	649
Islands removed from total	549
	4,714





Bldg. No.	Name	Address
1	Livonia Housing Commission	10800 Farmington Rd. Livonia MI 48150
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	32,954
TOTAL		**32,954**

Notes



Bldg. No.	Name	Address
1	Carl Sandburg Library	30100 W. Seven Mile Rd. Livonia MI 48152
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	52,073
TOTAL		**52,073**

Notes



Bldg. No.	Name	Address
1	Alfred Noble Branch Library	32901 Plymouth Rd. Livonia MI 48150
Parking Area	**Material**	**Sq.ft.**
A	Asphalt	31,227
TOTAL		**31,227**

Notes





PMCRESA.COM | 248.223.3500

Plante Moran Cresa
3000 Town Center, Suite 100
Southfield, MI 48075



plante moran | cresa

City of Livonia
Space Needs Assessment

November 1, 2022

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Assumptions and Clarifications

- Existing square footages were calculated from owner furnished drawings and are approximate. PMC did not verify dimensions in field.
- FA = Free Addressing (unassigned offices and workstations).
- AWS = Alternative Work Schedule = 2 to 3 days in office and 2 to 3 days at home (remote). The AWS model assumes Free-Addressing (FA) will be implemented.
- Free-Addressing (FA) is based on 3 seats per 4 FTE
- Modern Workplace Standards (MWS) is based on 200 SF to 250 SF/Seat, in an office setting. For reference, Plante Moran's Southfield office is 180 SF/Seat (seats in offices and workstations). This standard will accommodate:
  - 10'x10' offices
  - 6'x6' workstation
  - Open collaboration areas
  - Wellness Rooms
  - Common Café/Pantry
  - Training Rooms
  - Conference Rooms
  - Huddle and Phone Rooms

Process

- Toured existing facilities
- Reviewed owner provided floor plans
- Distributed a space needs survey to key department heads
- Conducted follow up interviews with department heads to review and validate survey responses
- Documented existing utilization and space deficiencies
- Developed space utilization matrix illustrating:
    - Data Set 1 = Current Full Time Equivalent (FTE), office and workstation count, and square footage.
    - Data Set 2 = Projected (5-years) FTE, office and workstation count that reflects implementing Modern Workplace Standards (MWS), and square footage.
    - Data Set 3 = Projected (5-years) FTE, office and workstation count that reflects implementing Modern Workplace Standards (MWS) and Alternate Work Schedule/Free-Addressing (AWS/FA), and square footage.
- Complied demographic data for similar communities identified by COL
- Complied case study data for facilities similar to those included in this assessment

Process (Continued)

- Developed recommendations for each facility based on the following information:

		Facility							
		City Hall	Police Station	Fire Station	Senior Center	Rec Center	Housing Com.	Civic Center Library	Carl Sandburg Library
Recommendation Criteria	Survey Responses	P	P	P	P	P	P	P	P
	Benefit of Implamenting Modern Workplace Standards	P	S	S	S	S	S	S	S
	Room Reservation + Utilization Data	NA	NA	NA	S	S	NA	NA	NA
	Demographics Comparison	NA	S	S	S	S	NA	S	S
	Case Study Comparison	S	S	S	S	S	NA	S	S

P = Primary consideration
S = Secondary consideration
NA = Not applicable

Recommendations

City Hall:

- Based on the utilization data, the age of this facility, inefficiencies due to the size and shape of the floor plates, PMC recommends the City of Livonia consider relocating City Hall to a new facility. This process should include developing a detailed space/site program, based on Modern Design Standards, to define/validate the space required to accommodate current and future needs; as well as considering the data included in the Facility Condition Assessment, Highest/Best Use report, and the Livonia Vision 21 Master Plan to develop a holistic, long-term solution.

Police Department:

- Based on the utilization data, the age of this facility, inefficiencies due to the shape of the floor plates, and lack of natural daylight, PMC recommends the City of Livonia consider relocating Police Department to a new facility. This process should include developing a detailed space/site program, based on Modern Design Standards, to define/validate the space required to accommodate current and future needs; as well as considering the data included in the Facility Condition Assessment, Highest/Best Use report, and the Livonia Vision 21 Master Plan to develop a holistic, long-term solution.

Fire Station No. 1:

- Based on the utilization data and the age of this facility, PMC recommends the City of Livonia consider relocating Fire Station No. 1 to a new facility. This process should include developing a detailed space/site program, based on Modern Design Standards, to define/validate the space required to accommodate current and future needs; as well as considering the data included in the Facility Condition Assessment, Highest/Best Use report, and the Livonia Vision 21 Master Plan to develop a holistic, long-term solution.

Recommendations (Continued)

Senior Center/Community Transit:

- Consider relocating to a new facility. Locating adjacent to the existing rec center may provide opportunities for shared space program elements.

Recreation Center:

- Consider converting the existing Concession/Vending area to a Teen Zone
- Consider reconfiguring the Entry Lobby and Reception area for improved member/public access and security.
- Consider repurposing the underutilized spectator gallery to accommodate programs that are in high demand (fitness, aerobics, multi-purpose, etc.)
- Consider developing a detailed space program based on Modern Design Standards to define/validate the type, quantity, and size of spaces required to accommodate current and future needs.

Housing Commission:

- Consider consolidating with City Hall

Civic Center Library:

- Consider renovating to create a more efficient layout and address the space deficiencies identified as a result of this assessment.
- Consider consolidating the services/programs currently housed at Carl Sandburg Library.

Recommendations (Continued)

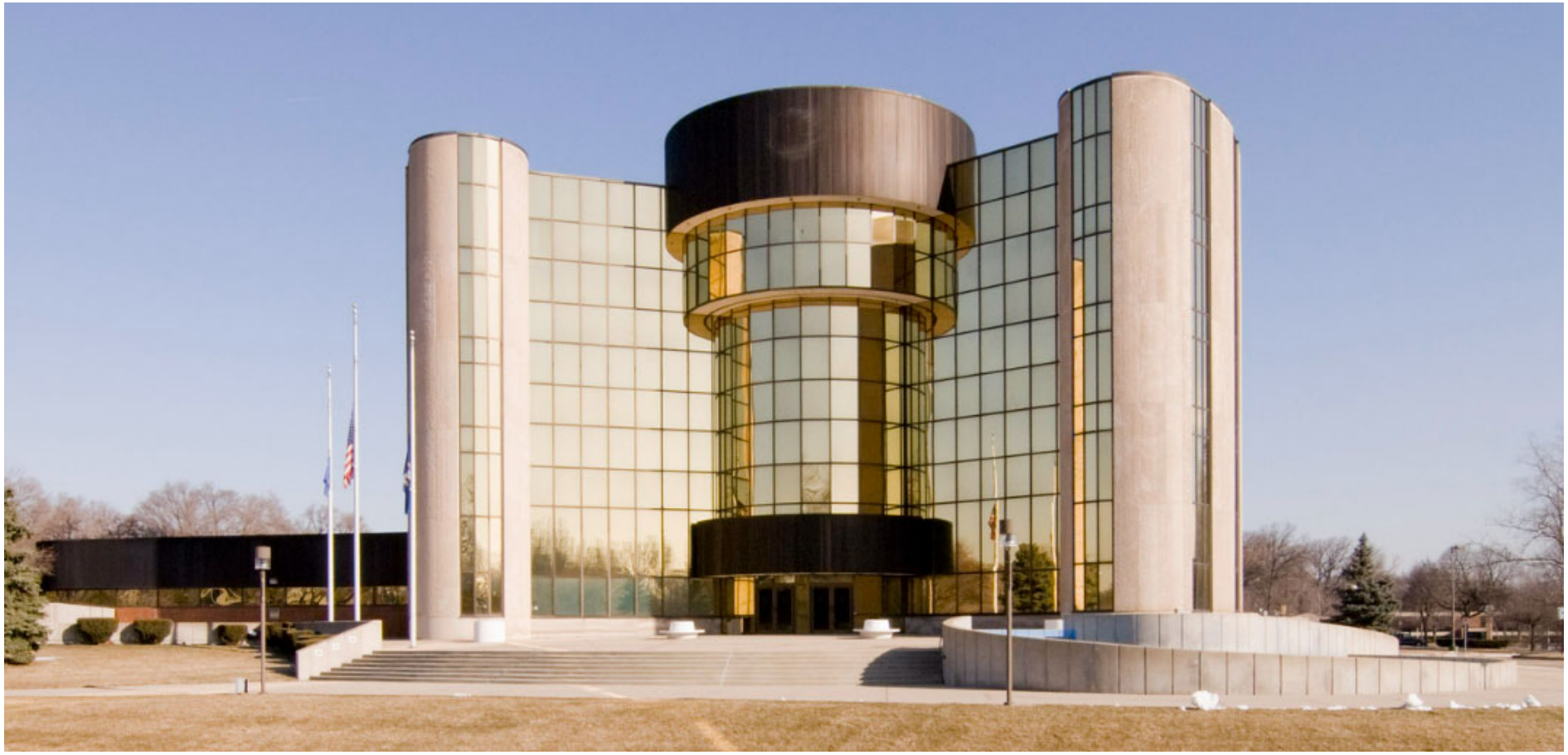
Carl Sandburg Library:

- Consider consolidating with Civic Center Library

Alfred Noble Library:

- Consider demolishing the existing facility.
- Consider conducting a feasibility study to determine the highest and best use of this site.

City Hall



Year Built: 1977 (45 Years Old)

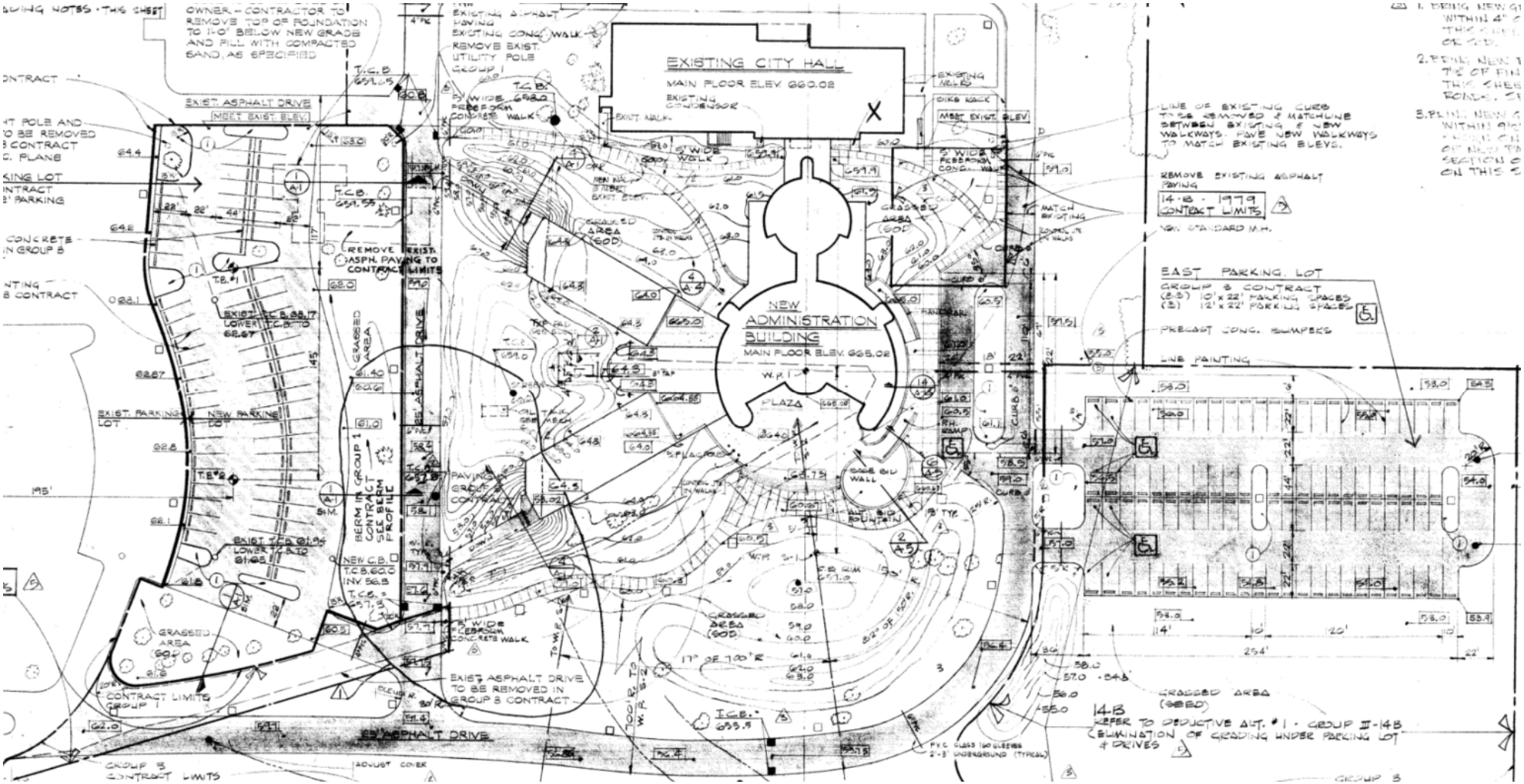
City Hall - Preliminary Findings and Observations

Executive Summary:

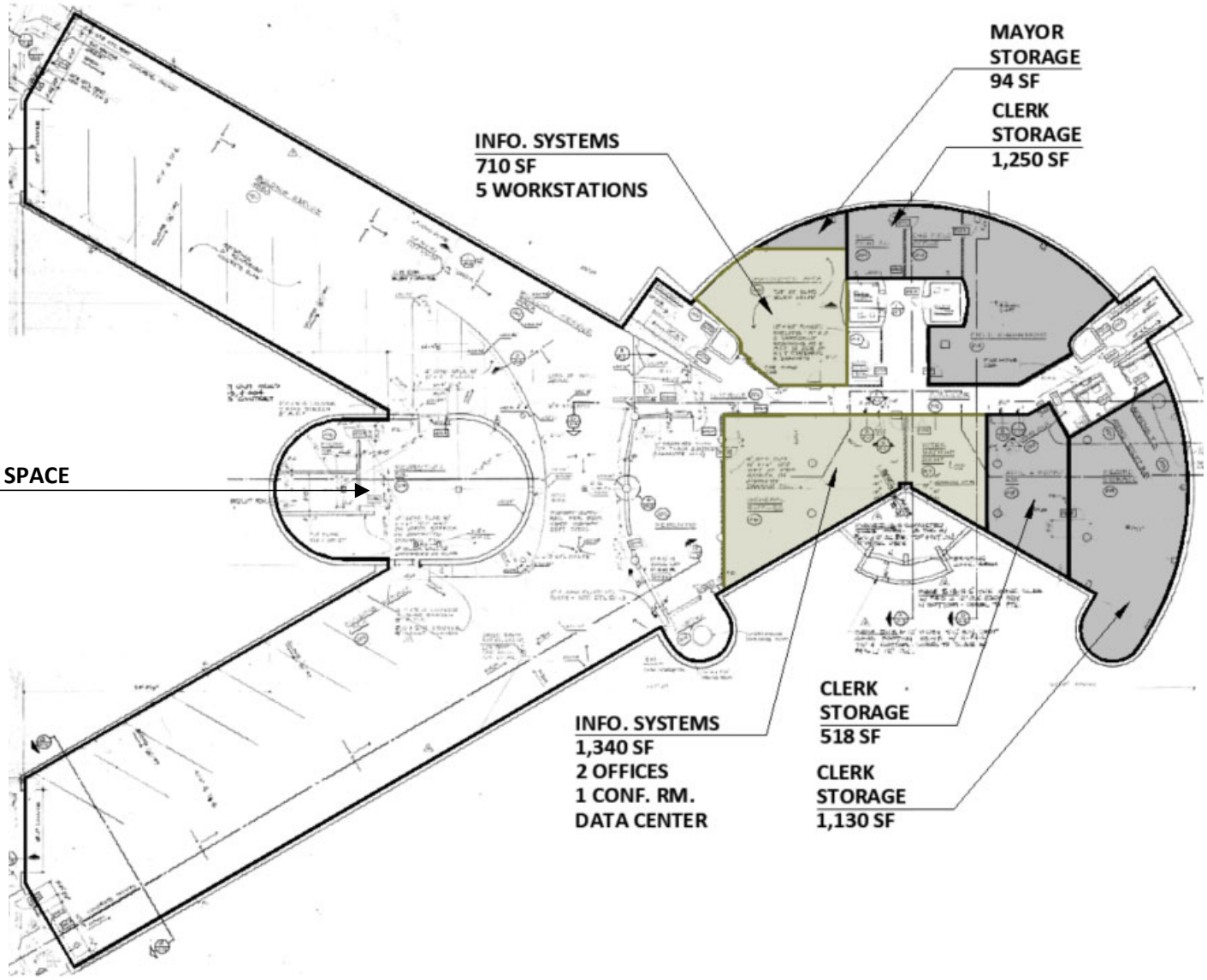
Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)					
	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.
Total (Common/Non-Office Area)	51,614	0	NA	0	0	51,614	0	NA	0	0	51,614	0	NA	NA	0	0
Total (Office Area)	30,358	112	271	31	81	23,200	116	200	32	84	22,750	116	196	200	31	83
Total (City Hall)	81972	112	732	31	81	74814	116	645	32	84	74364	116	196	200	31	83

1. The shape of building, the small floor plates (approximately 7,500 SF), and the two openings in each floor plate creates space planning inefficiencies.
2. Current space program deficiencies include:
    - Open collaboration areas
    - Wellness Rooms
    - Common Café/Pantry
    - Training Rooms
    - Conference Rooms
3. By implementing MWS and AWS/FA, the current City Hall program could be reduced by approximately 7,600 SF.

City Hall - Site Plan



City Hall – Lower Level Floor Plan (Clerk, Information Systems, Mayor)



TOTAL AREA = 20,370 SF
CLERK = 2,900 SF
INFO SYSTEMS = 2,050 SF
MAYOR = 94 SF

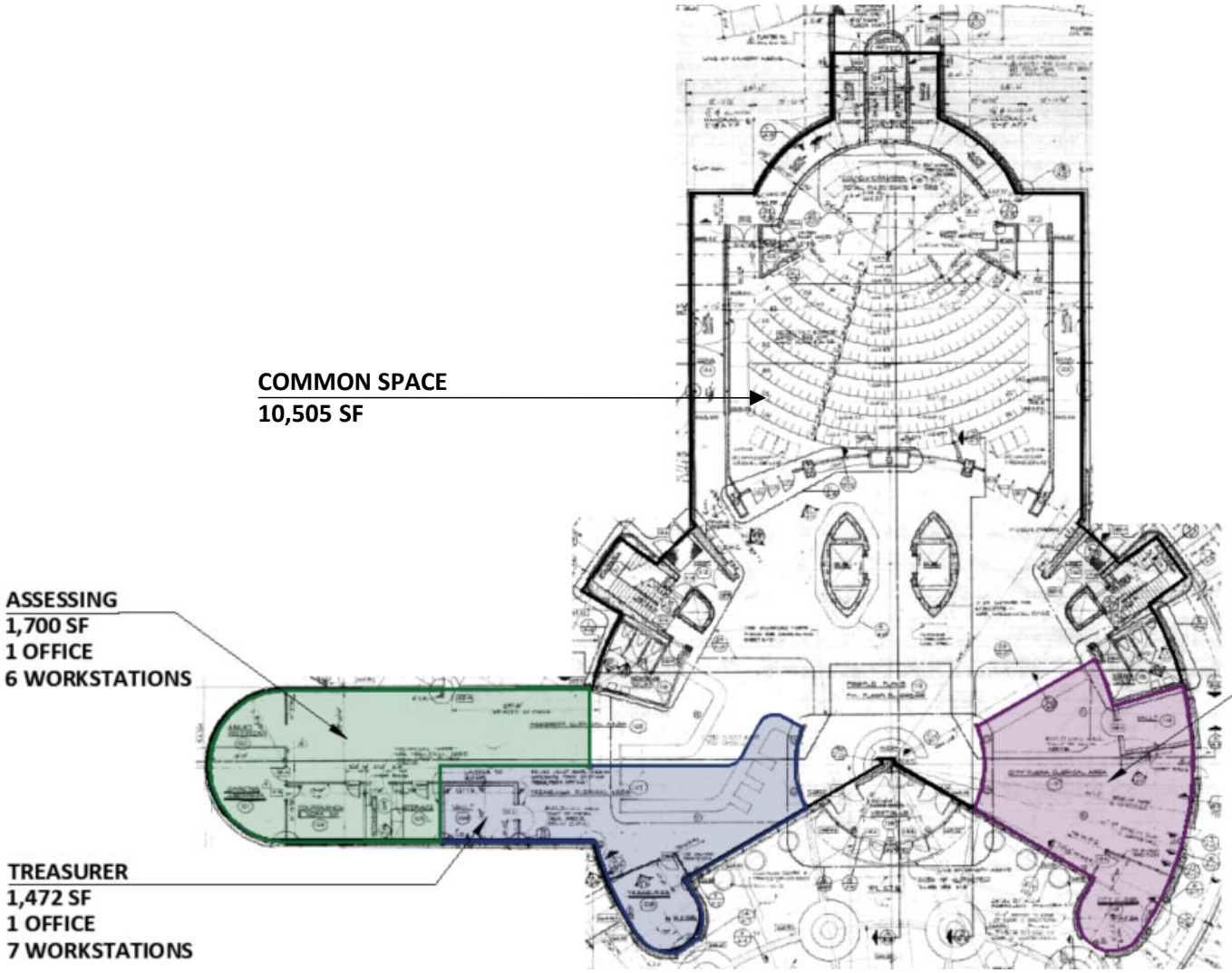
City Hall – Lower Level Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Lower Level	Common Area	15326	0	NA	0	0	15326	0	NA	0	0	15326	0	NA	NA	0	0	NA
	Clerk (Susan Nash)	2900	0	NA	0	0	2900	0	NA	0	0	2900	0	NA	NA	0	0	NA
	Information Systems (Casey O'Neil)	2050	6	342	2	4	1200	6	200	2	4	1200	6	200	200	2	4	AWS = Y FA = N
	Mayor (Dave Varga)	94	0	NA	0	0	94	0	NA	0	0	94	0	NA	NA	0	0	NA
	Subtotal (Lower Level)	**20370**	**6**	**3395**	**2**	**4**	**19520**	**6**	**3253**	**2**	**4**	**19520**	**6**	**3253**	**3253**	**2**	**4**	

1. The Data Room is oversized
2. No natural daylight
3. Garage brings in noise and fumes

City Hall - First Floor Plan (Assessing, Clerk, Treasurer)



TOTAL AREA = 15,200
TREASURER = 1,472 SF
CLERK = 1,523 SF
ASSESSING = 1,700 SF

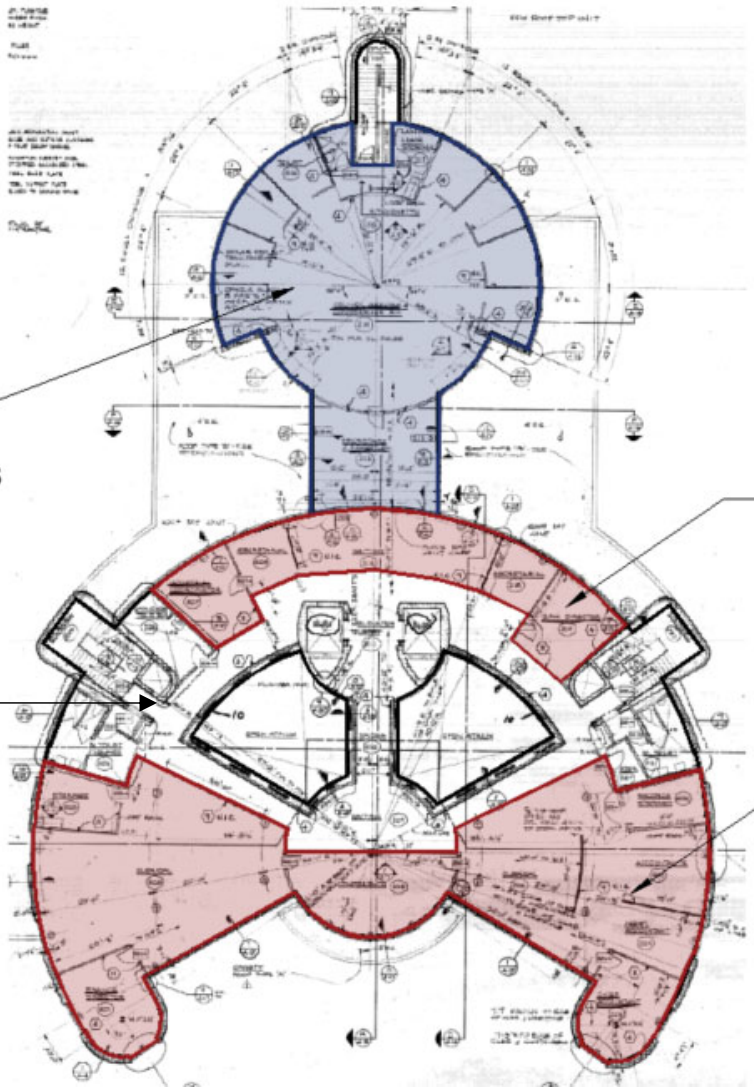
City Hall - First Floor Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
First Floor	Common Area	10651	0	NA	0	0	10651	0	NA	0	0	10651	0	NA	NA	0	0	NA
	Treasurer (Lynda Scheel)	1472	8	184	1	7	1600	8	200	1	7	1600	8	200	200	1	7	AWS = N FA = N
	Clerk (Susan Nash)	1523	8	190	2	6	1800	9	200	2	7	1800	9	200	200	2	7	AWS = N FA = N
	Assessing (Jacob Liberati)	1700	7	243	1	6	1600	8	200	1	7	1600	8	200	200	1	7	AWS = N FA = N
	Subtotal (First Floor)	**15346**	**23**	**667**	**4**	**19**	**15651**	**25**	**626**	**4**	**21**	**15651**	**25**	**626**	**626**	**4**	**21**	

1. Clerk's office is in multiple locations, efficiencies can be realized by locating elections all on one floor.

City Hall - Second Floor Plan (City Council, Finance)



CITY COUNCIL
2,586 SF
0 OFFICES
2 WORKSTATIONS

COMMON SPACE
3,099 SF

FINANCE
1,006 SF
2 OFFICES
4 WORKSTATIONS

FINANCE
3,384 SF
4 OFFICES
12 WORKSTATIONS

TOTAL AREA = 10,075 SF
FINANCE = 4,390 SF
CITY COUNCIL = 2,586 SF

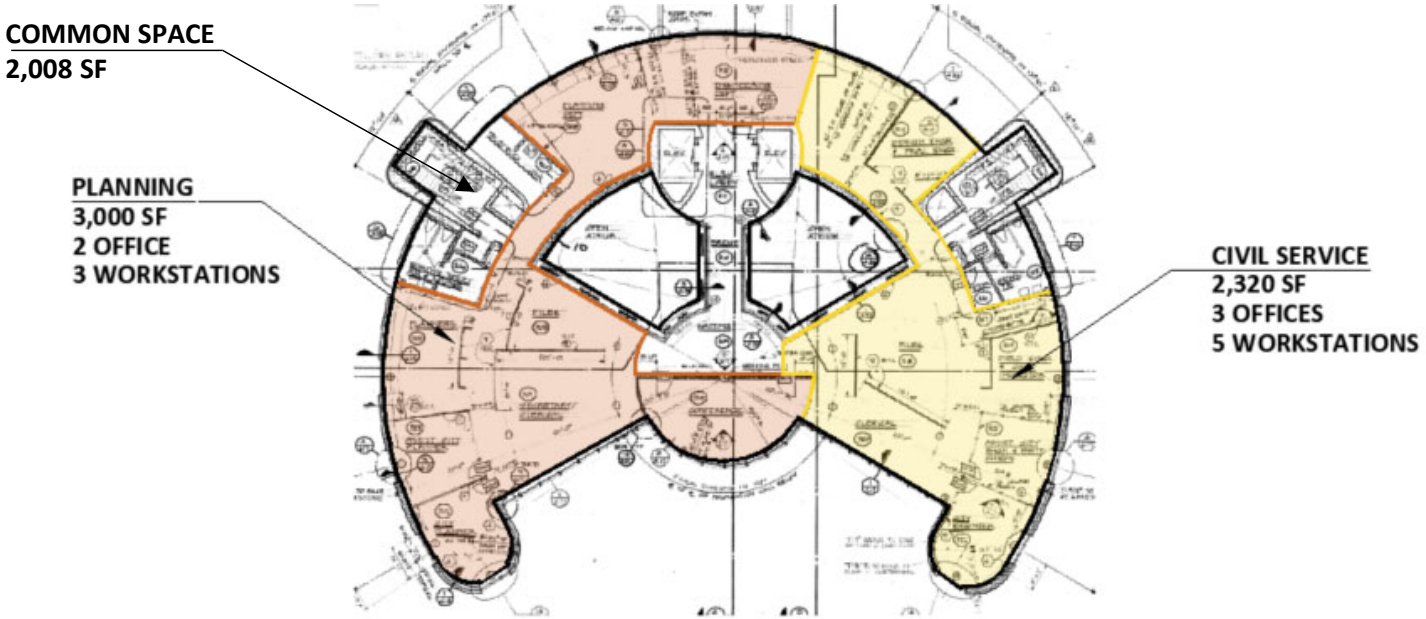
City Hall - Second Floor Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Second Floor	Common Area	3099	0	NA	0	0	3099	0	NA	0	0	3099	0	NA	NA	0	0	NA
	Finance (Connie Kumpula)	4,390	18	244	6	12	3600	18	200	7	11	3600	18	200	200	7	11	AWS = Y FA = N
	City Council - Office Area (Sara Kasprowicz)	412	2	206	0	2	400	2	200	0	2	400	2	200	200	0	2	AWS = Y FA = N
	City Council - Chambers (Sara Kasprowicz)	2,174	0	NA	0	0	2,174	0	NA	0	0	2174	0	NA	NA	0	0	AWS = Y FA = N
	Subtotal (Second Floor)	**10075**	**20**	**504**	**6**	**14**	**9273**	**20**	**464**	**7**	**13**	**9273**	**20**	**464**	**464**	**7**	**13**	

1. Water billing currently conducts business on two different floors

City Hall - Third Floor Plan (Civil Service, Planning)



TOTAL AREA = 7,328 SF
PLANNING = 3,000 SF
CIVIL SERVICE = 2,320 SF

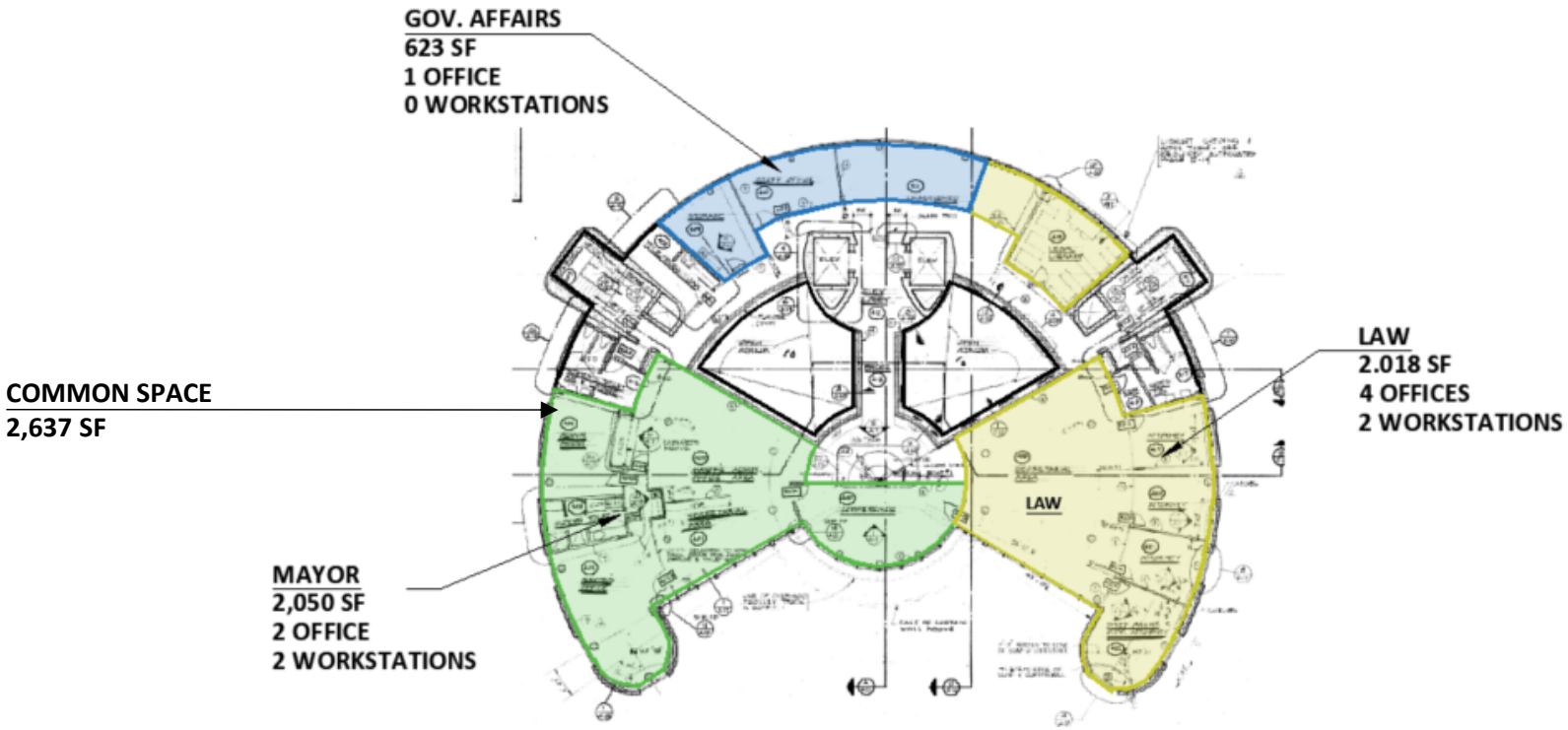
City Hall - Third Floor Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Third Floor	Common Area	2008	0	NA	0	0	2008	0	NA	0	0	2008	0	NA	NA	0	0	NA
	Planning (Mark Taormina)	3,000	5	600	2	3	1000	5	200	2	3	1000	5	200	200	2	3	AWS = Y FA = N
	Civil Service (Elizabeth Hallack)	2,320	8	290	3	5	2,000	10	200	3	7	2000	10	200	200	3	7	AWS = Y FA = N
	Subtotal (Third Floor)	**7328**	**13**	**564**	**5**	**8**	**5008**	**15**	**334**	**5**	**10**	**5008**	**15**	**334**	**334**	**5**	**10**	

1. Excess floor space
2. Multi-level building reduces efficiency
3. Planning requested ten feet of counter space to interact with walk-in customers

City Hall - Forth Floor Plan (Gov. Affairs, Law, Mayor)



TOTAL AREA = 7,328 SF
MAYOR = 2,050 SF
LAW = 2,018 SF
GOV. AFFAIRS = 623 SF

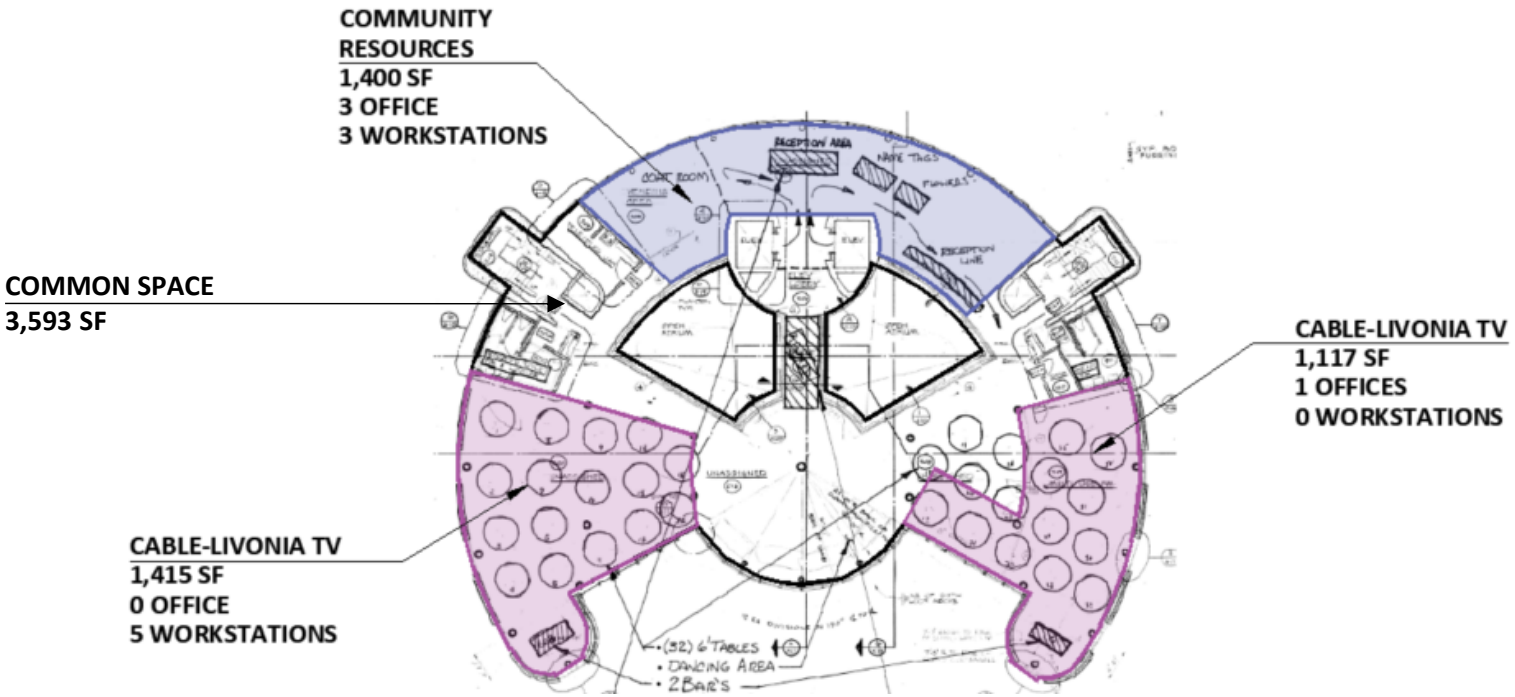
City Hall - Forth Floor Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Forth Floor	Common Area	2637	0	NA	0	0	2637	0	NA	0	0	2637	0	NA	NA	0	0	NA
	Mayor (Dave Varga)	2,050	4	513	2	2	800	4	200	2	2	800	4	200	200	2	2	AWS = N FA = N
	Law (Paul Bernier)	2,018	6	336	4	2	1200	6	200	4	2	1200	6	200	200	4	2	AWS = Y FA = N
	Government Affairs (LaShawn Thomas)	623	1	623	1	0	200	1	200	1	0	200	1	200	200	1	0	AWS = N FA = N
	Subtotal (Forth Floor)	**7328**	**11**	**666**	**7**	**4**	**4837**	**11**	**440**	**7**	**4**	**4837**	**11**	**440**	**440**	**7**	**4**	

1. Confidentiality concerns, one more office with at door for Chief of Staff.
2. No Break Room
3. Better flow of office space would be beneficial
4. Space is too large

City Hall - Fifth Floor Plan (Cable TV, Community Resources)



TOTAL AREA = 7,525 SF
COMMUNITY
RESOURCES = 1,400 SF
CABLE TV = 2,532 SF

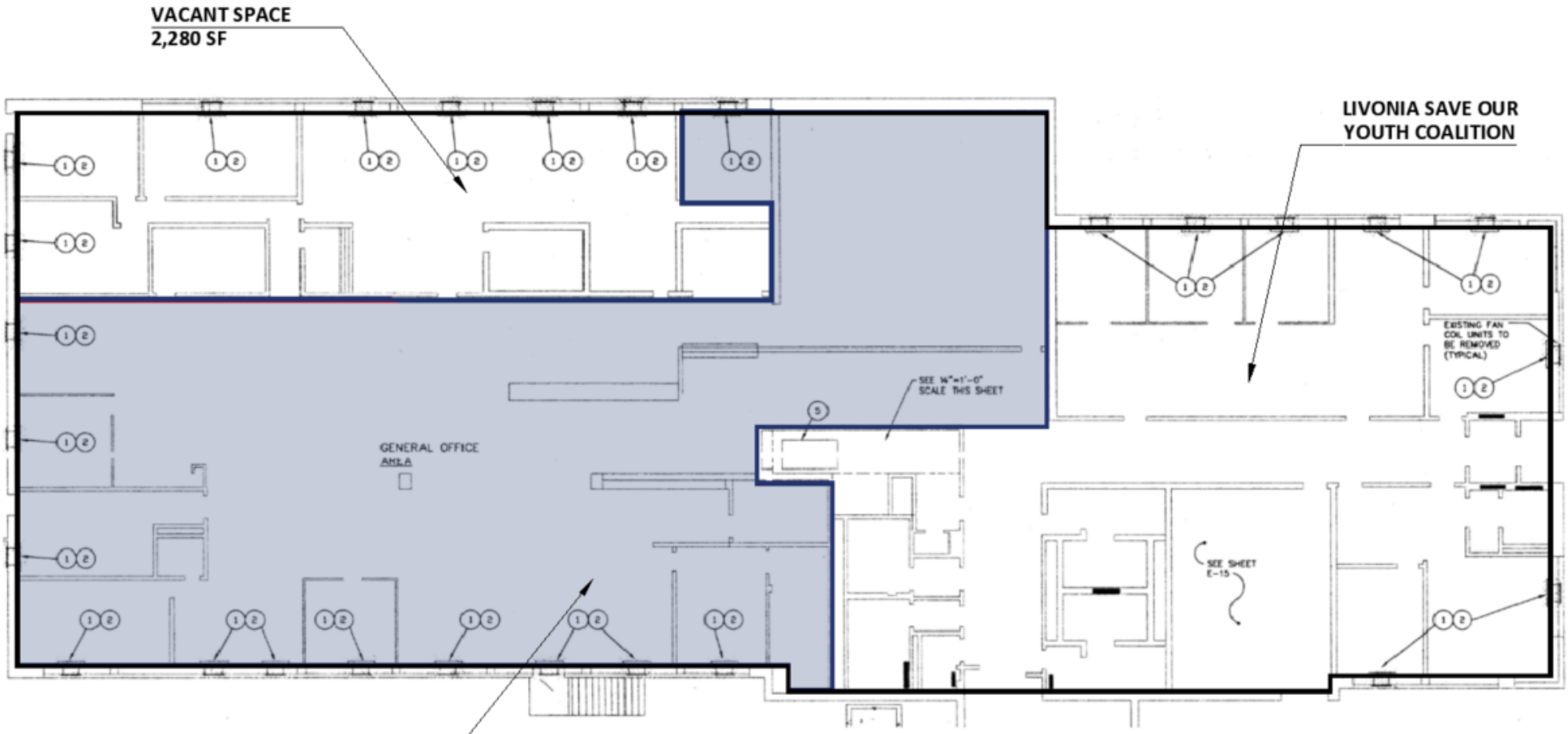
City Hall - Fifth Floor Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Fifth Floor	Common Area	3593	0	NA	0	0	3593	0	NA	0	0	3593	0	NA	NA	0	0	NA
	Community Resources (Josh Sabo)	1,400	9	156	4	5	1800	9	200	4	5	1350	9	150	200	3	4	AWS = Y FA = Y
	Cable-Livonia TV Office Area (Mike DiFazio)	800	4	200	1	3	800	4	200	1	3	800	4	200	200	1	3	AWS = Y FA = N
	Cable-Livonia TV Studio Areas (Mike DiFazio)	1,732	0	NA	0	0	1,732	0	NA	0	0	1732	0	NA	NA	0	0	AWS = Y FA = N
	Subtotal (Fifth Floor)	**7525**	**13**	**579**	**5**	**8**	**7925**	**13**	**610**	**5**	**8**	**7475**	**13**	**575**	**695**	**4**	**7**	

1. Space between Gallery and Livonia TV is underutilized
2. The Gallery, which is one of the City's signature meeting spaces, is generally outdated
3. Staff area is quite small, offices with storage would be beneficial
4. A proper sound booth would improve audio quality
5. A larger area for shoots would be beneficial
6. More storage so gear does not have to be stored off-site

City Hall - Annex Floor Plan(Building/Inspection)



TOTAL AREA = 14,000 SF
BUILDING & INSPECTION = 6,600 SF

City Hall - Annex Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Annex	Common Area	7400	0	NA	0	0	7400	0	NA	0	0	7400	0	NA	NA	0	0	NA
	Building & Inspection (Jerome Hanna)	6,600	26	254	2	24	5200	26	200	2	24	5200	26	200	200	2	24	AWS = N FA = N
	Subtotal (Annex)	**14000**	**26**	**538**	**2**	**24**	**12600**	**26**	**485**	**2**	**24**	**12600**	**26**	**485**	**485**	**2**	**24**	

1. The building is original city hall office circa 1950.
2. Lack of large meeting rooms and customer waiting area.
3. Annex is not connected to City Hall generator. Power outages and surges are frequent.

City Hall – Case Study

City Hall – Case Study

Client: City of Royal Oak

Location: Royal Oak, MI

Population (2020): 58,211

Area: approximately 27,500 SF

Completion date: 2020

Construction cost: $12,200,000 (443$/SF)

AE: Krieger Klatt



City Hall – Case Study

We were honored to have the opportunity to design both the exterior and interior of the new city hall in Royal Oak. The building was part of the City Center project, which included a five-story office building, a new police station, and a new central park. The old city hall was worn down and inefficient, so fiscally, it made more sense to build a new one and move it across the street to allow for the full development to become an anchor to the residents and visitors of the city. The interior was designed to be open and flexible to allow combined departments to be together. The building is also more secure and energy-efficient. The exterior intended to be traditional, which the city requested, and we designed to add touches of history to the new home of city hall.

City Hall – Case Study



City Hall – Case Study



City Hall – Case Study



City Hall – Case Study



City Hall – Case Study



City Hall – Case Study



City Hall – Case Study

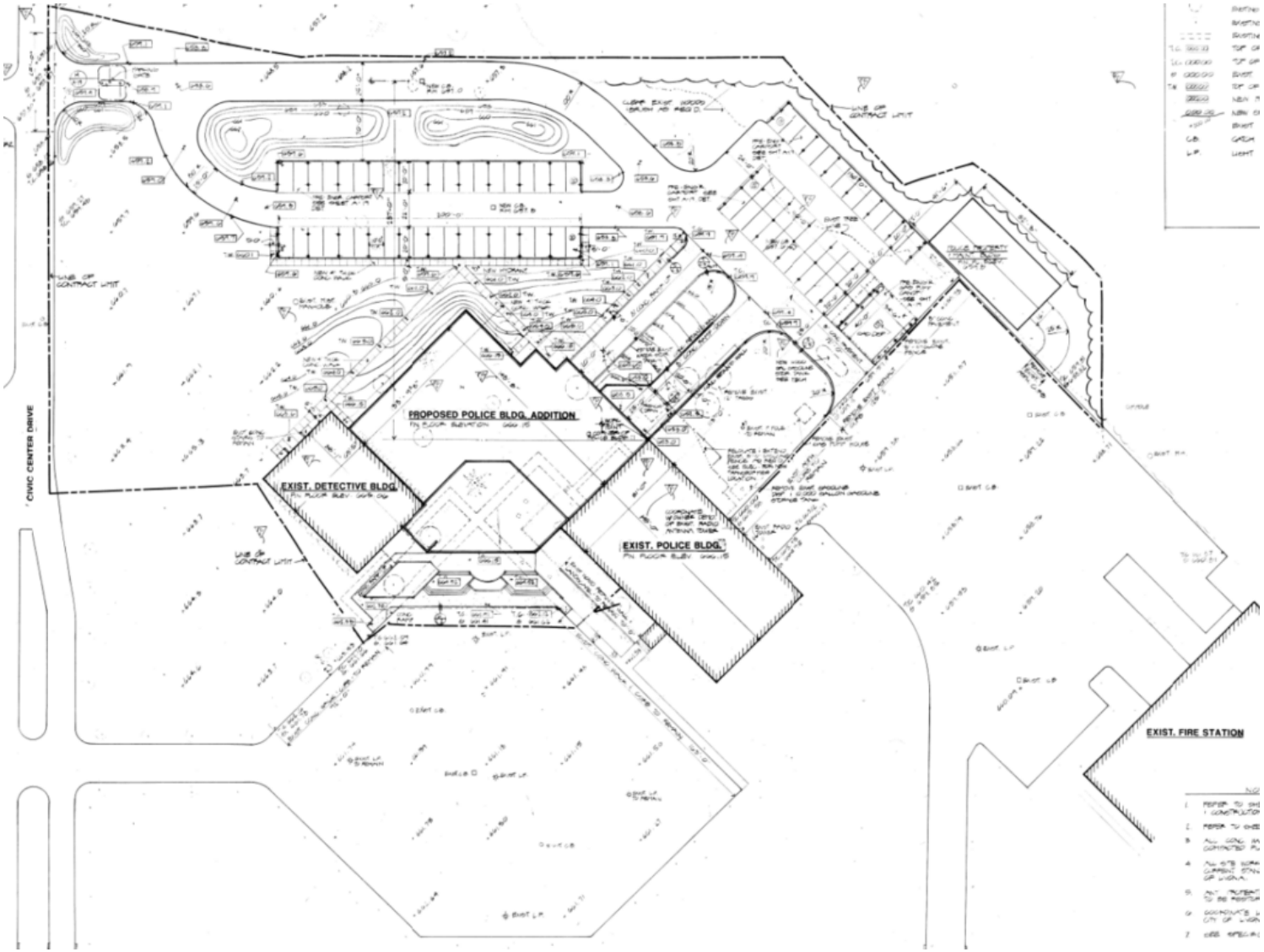


Police Department

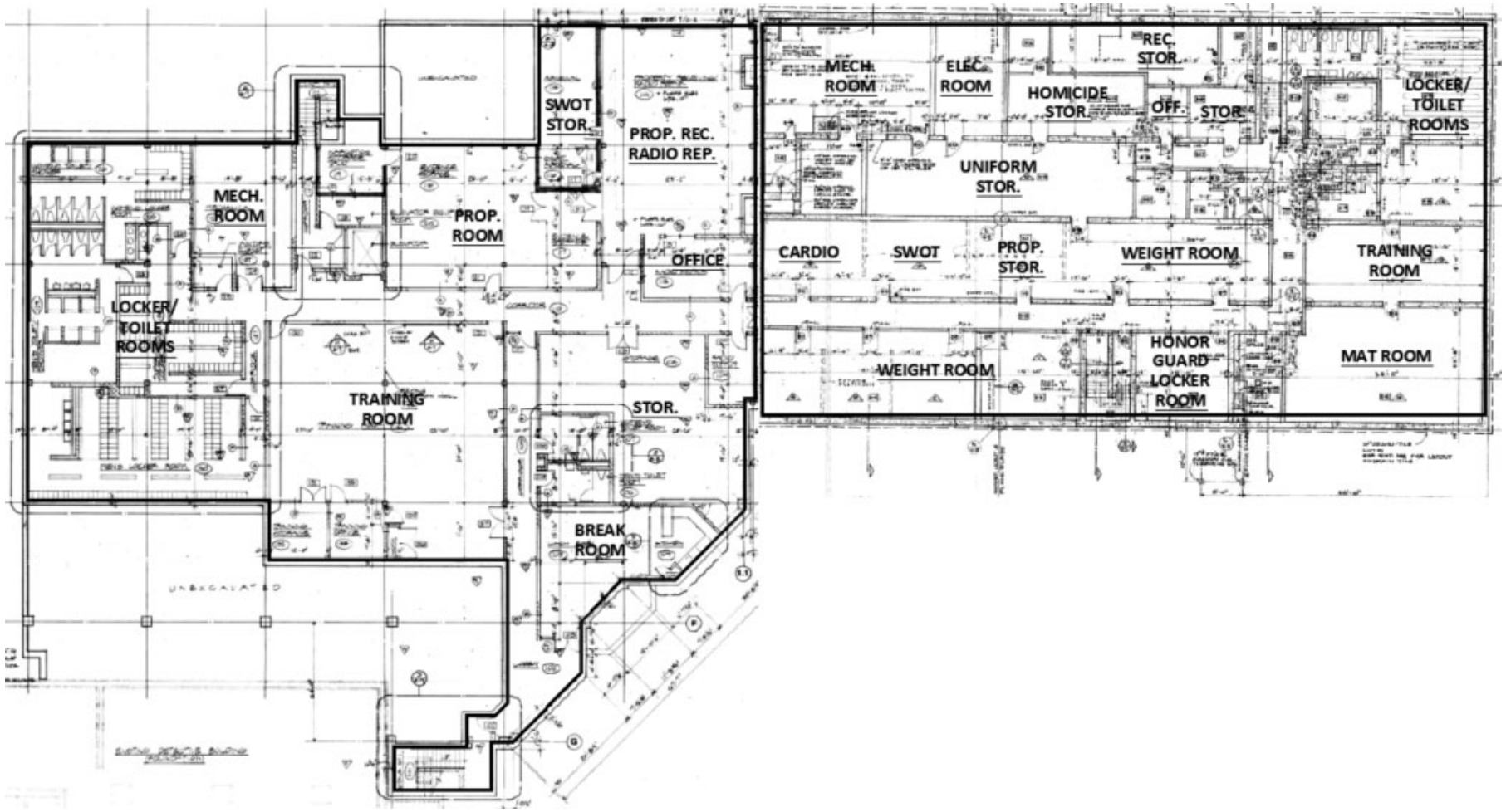


Year Built: Original building = 1961 (61 Years Old), Addition = 1986 (36 Years Old)

Police Department - Site Plan

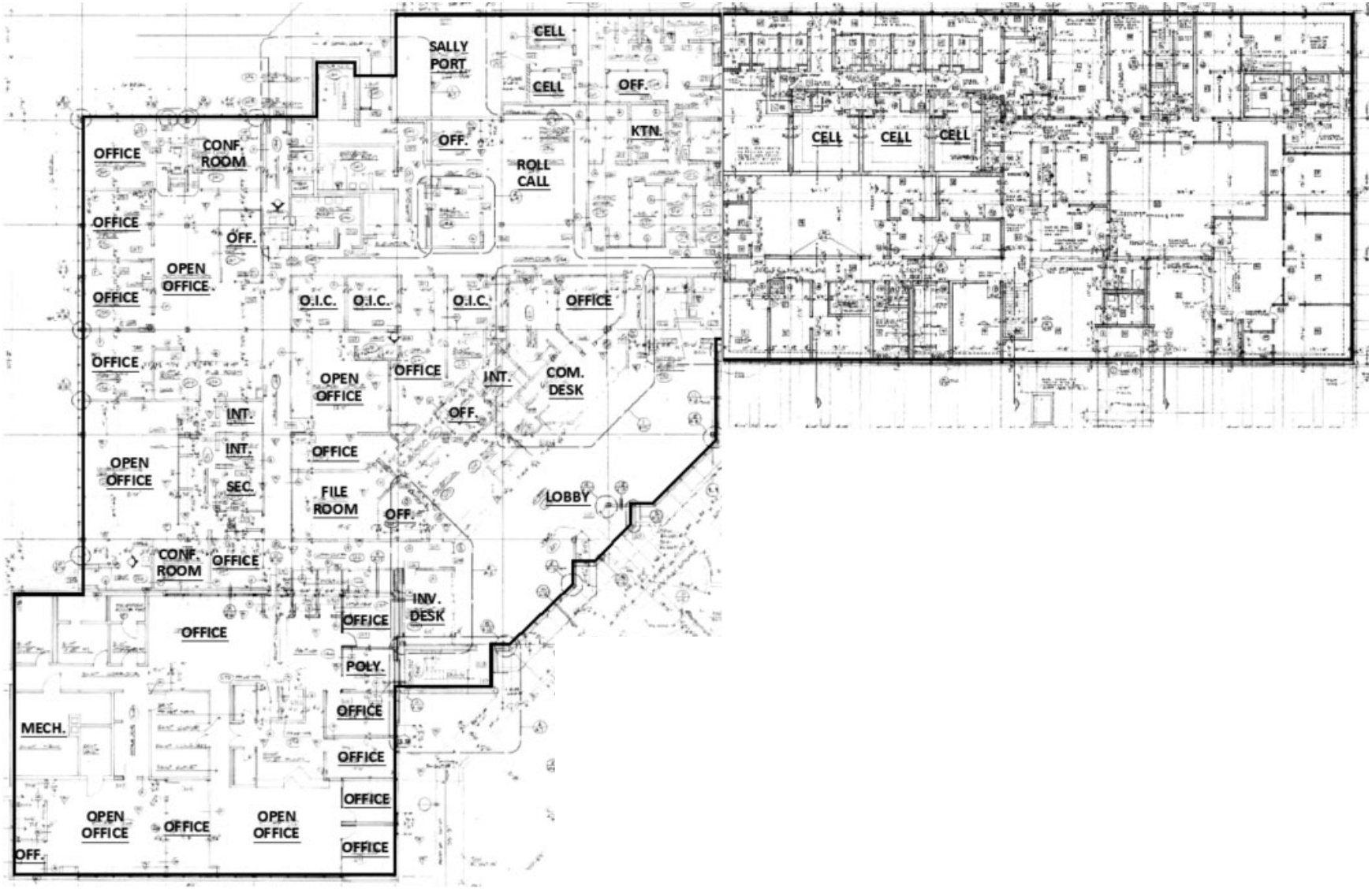


Police Department – Lower Level Floor Plan



TOTAL AREA = 25,200 SF

Police Department - First Floor Plan



Police Department - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Lower Level	Police Department (Lt. Eric Marcotte)	25221	2	12611	2	0	25221	2	12611	2	0	25221	2	12611	12611	2	0	AWS = N FA = N
	Subtotal (Lower Level)	**25221**	**2**	**12611**	**2**	**0**	**25221**	**2**	**12611**	**2**	**0**	**25221**	**2**	**12611**	**12611**	**2**	**0**	
First Floor	Police Department Office Area (Lt. Eric Marcotte)	23600	55	429	25	30	17600	88	200	32	56	17600	88	200	200	32	56	AWS = N FA = N
	Police Department Back-of-House Area (Lt. Eric Marcotte)	11475	0	NA	0	0	11475	0	NA	0	0	11475	0	NA	NA	0	0	AWS = N FA = N
	Subtotal (First Floor)	**35075**	**55**	**638**	**25**	**30**	**29075**	**88**	**330**	**32**	**56**	**29075**	**88**	**330**	**330**	**32**	**56**	
	Total (Police Department)	**60296**	**57**	**1058**	**27**	**30**	**54296**	**90**	**603**	**34**	**56**	**54296**	**90**	**603**	**603**	**34**	**56**	

1. The previous addition/renovation to connect the original detective building and police station resulted in an oddly shaped floor plate, creating space planning inefficiencies.
2. Lack of natural daylight (especially on lower level)
3. By implementing MWS and AWS/FA, the current Police Station program could be reduced by approximately 6,000 SF.

Police Department - Preliminary Findings and Observations

4. The following program elements were requested (square footage for these spaces, approximately 4,100 SF) is not reflected in the matrix above):
   - Computer Lab/Training Room (20 seats) = 300 SF
   - CSU (2x existing) = 200 SF
   - Larger Female Locker Room = 300 SF
   - Break Room = 240 SF
   - Report Writing Area = 180 SF
   - Conference Rooms = 480 SF
   - Gun Range = 1,800 SF
   - Virtra Simulator Room = 600 SF

Demographic Comparison:

City	Population	Area (Square Miles)	Population Density (People per SM)	% of Population Age 65+	No. of Library Facilities	Library Area (SF	No. of Police Stations	Police Station Area (SF)	No. of Fire Stations	Fire Station Area (SF) - Main Station	No. of Rec Center Facilities	Rec Center Area (SF)	No. of Senior Center Facilities	Senior Center Area (SF)
Livonia	95535	35.70	2676	20.6%	2	71470	1	55275	5	12500	1	129300	1	20780
Novi	66243	30.24	2191	14.1%	1	55000	1	41000	4	12500	1	NA	0	NA
Rochester Hills	76028	32.80	2318	17.6%	1	70000	1	16000	5	13171	0	NA	1	90000
Farmington Hills	83292	33.27	2504	20.4%	1	43288	1	30000	5	19000	1	146000	1	68000
Canton	98620	36.11	2731	14.8%	1	53500	1	33200	3	16202	1	92800	1	2200

Notes:

1. The demographic information above was referenced from the U.S. Census Bureau
2. Rochester Hills is serviced by the Oakland County Sheriff's office
3. None of the facilities referenced above accommodate shared services (i.e. police/fire, Rec/Senior Center)

Police Department – Case Study

Client: Michigan City

Location: Michigan City, IN

Population (2020): 32,075

Area: 42,000 SF

Completion date: 2017

Construction cost: $13,000,000 ($309/SF)

AE: American StructurePoint



Police Department – Case Study

In partnership with the Michigan City Police Department, American Structurepoint's Architecture + Interiors Group designed this state-of-the-art law enforcement facility to provide a long-term public safety solution for officers, to promote energy efficiency, and to improve the quality of life in the Eastport neighborhood. These strategies create a gateway to the city that becomes a neighborhood landmark for revitalization.

The new police station was strategically located on the site of the former Eastport Elementary School for its central location and proximity to Cleveland Park. An investment of $13 million, the 42,000 square foot building is a catalyst for redevelopment along Michigan Boulevard. Replacing an outdated, 50-year-old station, the move also opens a valuable piece of property near Lake Michigan for redevelopment.

AWARDS
2018 AIA Indiana Design Awards - Citation Award, Project Cost Greater Than $1 Million Category

Police Department – Case Study



Police Department – Case Study



Police Department – Case Study



Police Department – Case Study



Police Department – Case Study



Police Department – Case Study



Police Department – Case Study



Police Department – Case Study

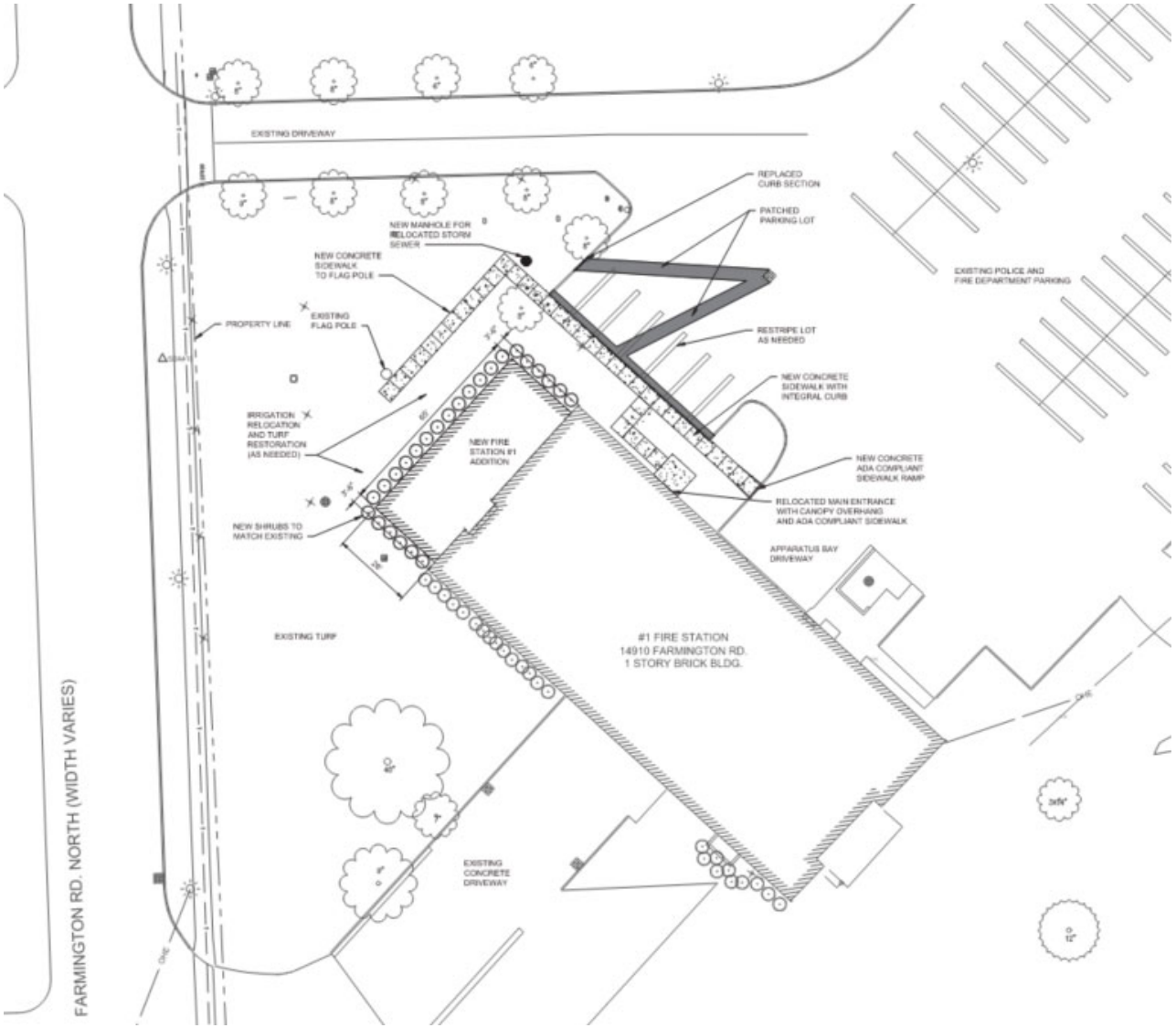


Fire Department No. 1

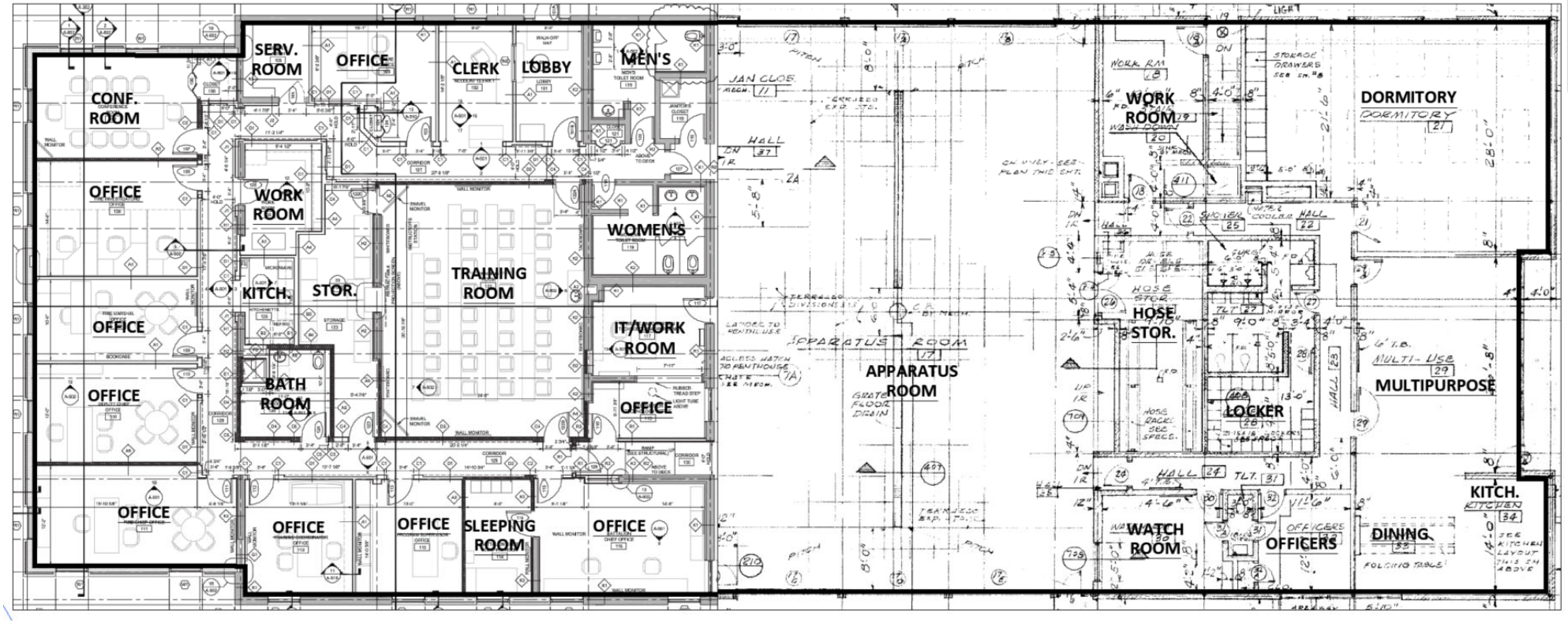


Year Built: Original = 1967 (55 Years Old), Addition = 2018 (4 Years Old)

Fire Department No. 1 - Site Plan



Fire Department No. 1 - First Floor Plan



TOTAL AREA = 12,500 SF

Fire Department No. 1 - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
First Floor	Fire Department Office Area (John Unsworth)	5654	11	514	8	3	2200	11	200	8	3	2200	11	200	200	8	3	AWS = N FA = N
	Fire Department Back-of-House Area (John Unsworth)	6983	0	NA	0	0	6983	0	NA	0	0	6983	0	NA	NA	0	0	
	Subtotal (First Floor)	**12637**	**11**	**1149**	**8**	**3**	**9183**	**11**	**835**	**8**	**3**	**9183**	**11**	**835**	**835**	**8**	**3**	

1. The following program elements were requested (square footage for these spaces, approximately 980 SF) is not reflected in the matrix above):
   - Additional beds (4) = 480 SF
   - Storage (office) = 100 SF
   - Storage (currently off site) = 200 SF
   - Secured Evidence Room = 200 SF
2. Site circulation can be improved
3. The main public entrance is difficult to identify
4. By implementing MWS and AWS/FA, the current Fire Station program could be reduced by approximately 2,400 SF (including the additional spaces referenced in item 1 above).

Fire Department No. 1 - Preliminary Findings and Observations

Demographic Comparison:

City	Population	Area (Square Miles)	Population Density (People per SM)	% of Population Age 65+	No. of Library Facilities	Library Area (SF)	No. of Police Stations	Police Station Area (SF)	No. of Fire Stations	Fire Station Area (SF) - Main Station	No. of Rec Center Facilities	Rec Center Area (SF)	No. of Senior Center Facilities	Senior Center Area (SF)
Livonia	95535	35.70	2676	20.6%	2	71470	1	55275	5	12500	1	129300	1	20780
Novi	66243	30.24	2191	14.1%	1	55000	1	41000	4	12500	1	NA	0	NA
Rochester Hills	76028	32.80	2318	17.6%	1	70000	1	16000	5	13171	0	NA	1	90000
Farmington Hills	83292	33.27	2504	20.4%	1	43288	1	30000	5	19000	1	146000	1	68000
Canton	98620	36.11	2731	14.8%	1	53500	1	33200	3	16202	1	92800	1	2200

Notes:

1. The demographic information above was referenced from the U.S. Census Bureau
2. Rochester Hills is serviced by the Oakland County Sheriff's office
3. None of the facilities referenced above accommodate shared services (i.e. police/fire, Rec/Senior Center)

Fire Department - Case Study

Client: Commerce Township

Location: Commerce Township, MI

Population (2020): 43,058

Area: 12,460 SF

Completion date: 2021

Project cost: $5,500,000 ($441/SF)

AE: A3C



Fire Department - Case Study

Commerce Township Fire Department built three new Fire Stations (#1, #2, #4) in the late 1990's to provide better service to the rapidly developing Township. The fourth station was not replaced or upgraded at that time. Fire Station #3 will replace this existing fire station in the same location providing much needed improvement for the department with a new and larger facility ready to take on the continuing growth and needs of the area.

The new station is designed with 4 long bays for apparatus and vehicles with associated decontamination, workrooms, storage and fitness spaces. Separated from the apparatus bay, for the safety of the staff, are the areas consisting of the watch room and offices, dorm rooms, kitchen, dining, day room, separate laundry, toilet and locker rooms. Private toilet, showers and dorm rooms ensure privacy for a more diverse staff.

The building's vernacular was designed to remain consistent with the surrounding architecture. Durable and easily cleanable materials are utilized throughout to ensure the station serves its occupants and the community for a long time to come. The station is planned to provide for the safety of the fire fighters with exhaust removal systems, and separation of 'clean' and 'dirty' rooms ensuring contaminates to not cross from one side to the other.

Fire Department - Case Study



Fire Department - Case Study



Fire Department - Case Study



1 BUILDING ELEVATION - WEST
SCAL 1/8" = 1'-0"
E:



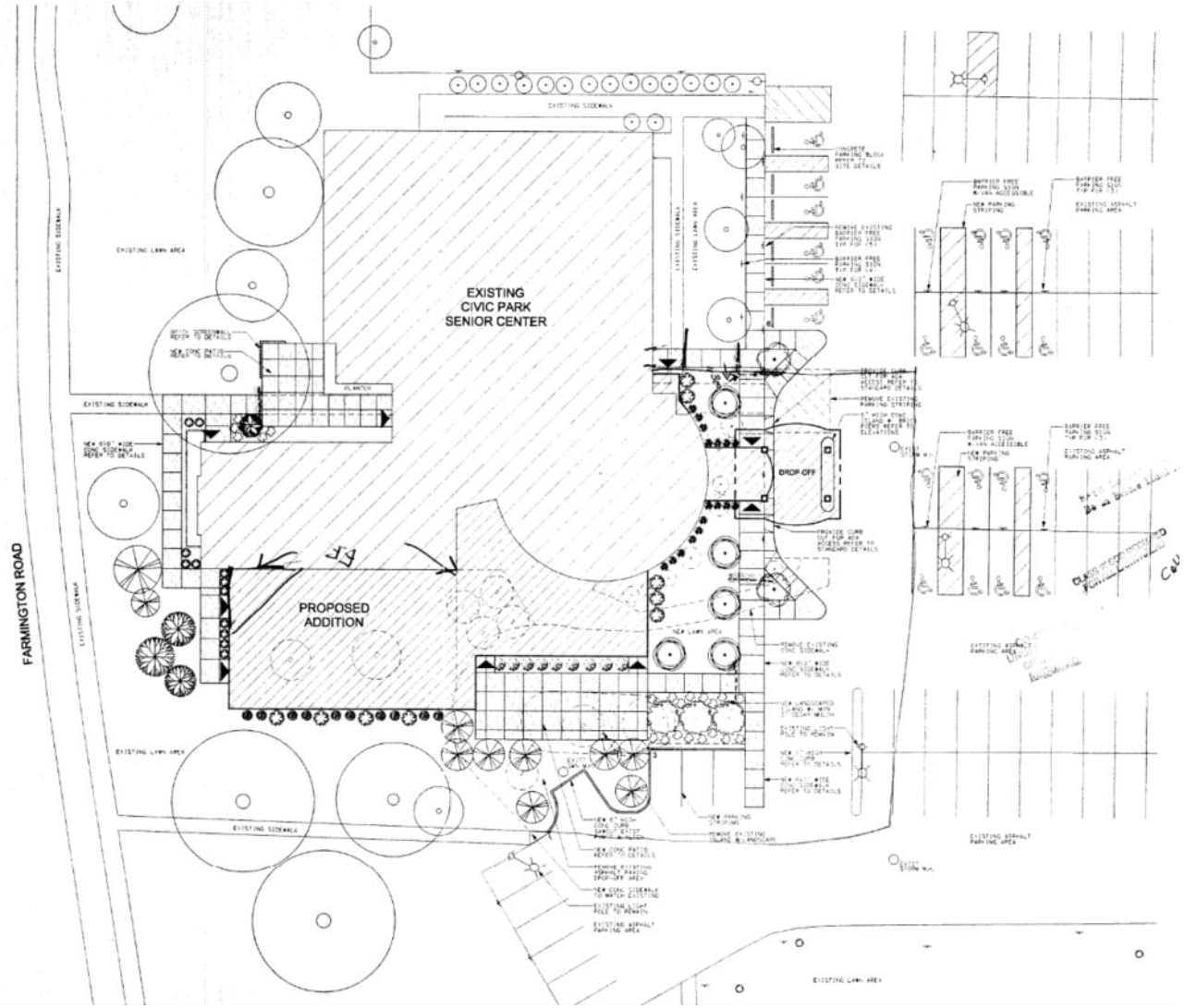
2 BUILDING ELEVATION - EAST
SCAL 1/8" = 1'-0"
E:

Senior Center/Community Transit

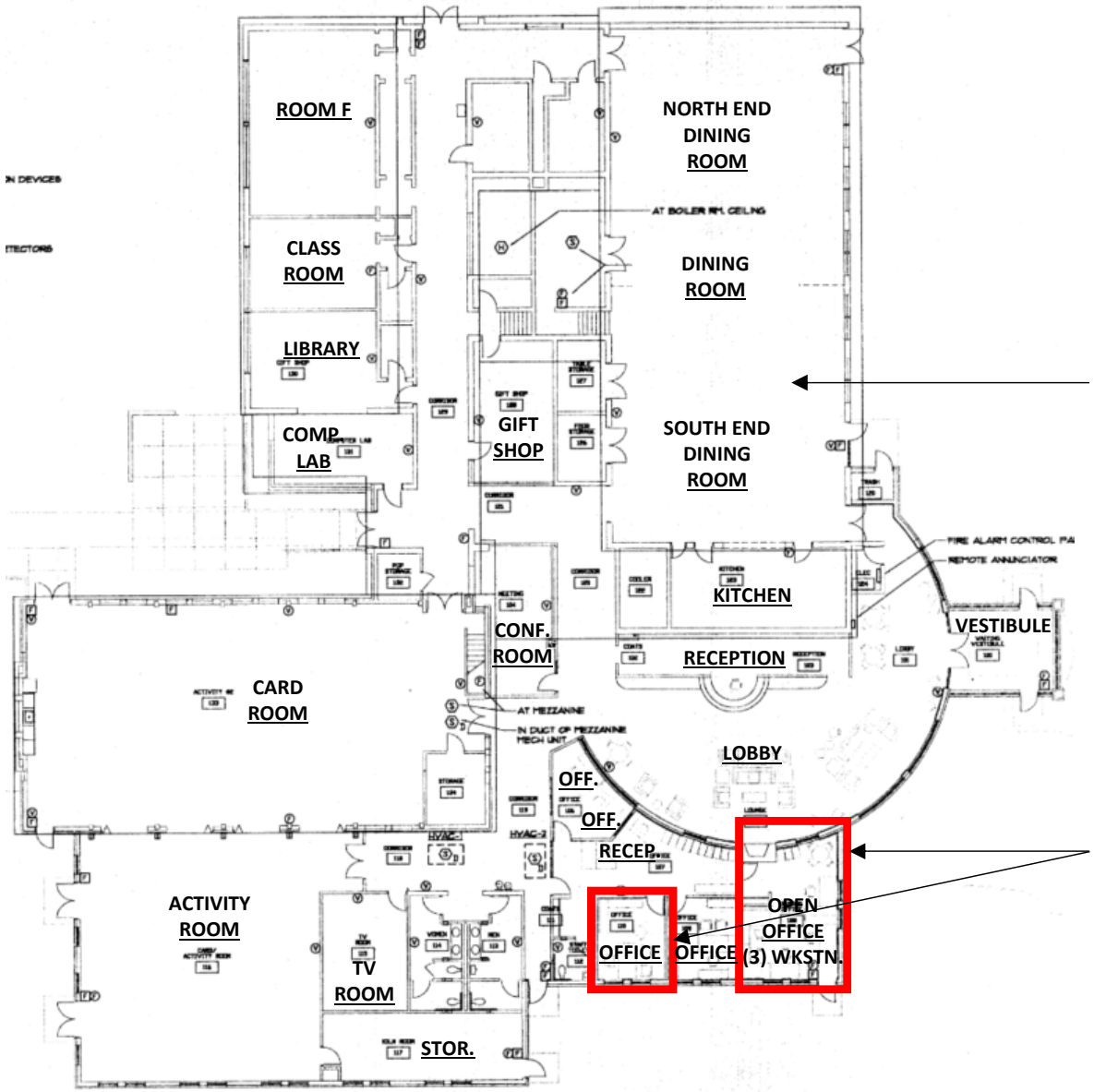


Year Built: 1964/1984 (lobby renovation)/2001 (office area renovation) (58/38/21 Years Old)

Senior Center/Community Transit - Site Plan



Senior Center/Community Transit - First Floor Plan



TOTAL NET SQUARE FEET = APPROXIMATELY 20,780

Senior Center - Utilization Analysis

Time	Activity Room	Card Room	Conference Room	Lobby	Movie Room	N Dining Room	S Dining Room	Pool Room
8:30 AM						Table Tennis		
9:00 AM	Art Class					Table Tennis	Fitness Class	Open Play
9:30 AM	Art Class	Card Games	Class	Games		Table Tennis	Fitness Class	Open Play
10:00 AM	Art Class	Card Games	Class	Games		Table Tennis		Open Play
10:30 AM	Art Class	Card Games	Class	Games		Table Tennis	Fitness Class	Open Play
11:00 AM	Art Class	Card Games	Class	Games		Table Tennis	Fitness Class	Open Play
11:30 AM				Games		Table Tennis	Fitness Class	Open Play
12:00 PM	Card Games	Card Games				Lunch	Bingo	Open Play
12:30 PM	Card Games	Card Games		Games		Lunch	Bingo	Open Play
1:00 PM	Card Games	Card Games		Games		Lunch	Bingo	Open Play
1:30 PM	Card Games	Card Games		Games			Bingo	Open Play
2:00 PM	Card Games	Card Games		Games		Fitness Class	Bingo	Open Play
2:30 PM	Card Games	Card Games		Games		Fitness Class	Bingo	Open Play
3:00 PM	Card Games	Card Games		Games				Open Play
3:30 PM	Card Games	Card Games		Games				Open Play
4:00 PM	Card Games	Card Games		Games				Open Play
4:30 PM								Open Play
5:00 PM								

Senior Center - Utilization Analysis

Time	Activity Room	Card Room	Conference Room	Lobby	Movie Room	N Dining Room	S Dining Room	Pool Room
Room Availability (Hours per day)	8.5	8.5	8.5	8.5	8.5	8.5	8.5	8.5
Room Utilization (Hours per day)	7	6.5	2	6.5	0	6	5.5	8
Percent Utilized	82%	76%	24%	76%	0%	71%	65%	94%

Room Size (SF)	1740	2700	290	1260		1730	1730	684
Occupant Load Factor (NSF/OCC)	50	15	15	50	NA	15	15	50
Max Occupants	35	180	19	25	NA	115	115	14
Average Class Size	50	40	10	20	NA	70	25	2

Notes:
1. Assembly (gaming floors) = 11 GSF
2. Assembly (without fixed seats, chairs only, not fixed) = 7 NSF
3. Assembly (without fixed seats, standing space) = 5 NSF
4. Assembly (without fixed seats, tables and chairs) = 15 NSF
5. Exercise Rooms = 50 GSF

Senior Center - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondant)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
First Floor	Parks + Recreation Office Area (Karl Peters)	800	5	160	3	2	1200	6	200	4	2	1200	6	200	200	4	2	AWS = Y FA = N
	Parks + Recreation Back-of-House Area (Karl Peters)	19438	0	NA	0	0	19438	0	NA	0	0	19438	0	NA	NA	0	0	
	Community Transit (Brandie Isaacson)	542	4	136	1	3	800	4	200	1	3	800	4	200	200	1	3	AWS = N FA = N
	First Floor Subtotals	**20780**	**9**	**2309**	**4**	**5**	**21438**	**10**	**2144**	**5**	**5**	**21438**	**10**	**2144**	**2144**	**5**	**5**	

Senior Center/Community Transit -Preliminary Findings and Observations

1. Space is broken up, no storage, too many hallways. No reception at entry point, making it difficult for visitors to navigate the space. Not enough handicapped parking. Many rooms are too small.
2. Parking lot is used for Senior Center visitors and busses, creating a pedestrian safety hazard.
3. The following program elements were requested (square footage for these spaces, approximately 1,890 SF) is not reflected in the matrix above):
    - Conference Room (40 occupants) = 600 SF
    - Flex Space (150 occupants) = 1,050
    - Break Room (Community Transit) = 240 SF

Demographic Comparison:

City	Population	Area (Square Miles)	Population Density (People per SM)	% of Population Age 65+	No. of Library Facilities	Library Area (SF)	No. of Police Stations	Police Station Area (SF)	No. of Fire Stations	Fire Station Area (SF) - Main Station	No. of Rec Center Facilities	Rec Center Area (SF	No. of Senior Center Facilities	Senior Center Area (SF)
Livonia	95535	35.70	2676	20.6%	2	71470	1	55275	5	12500	1	129300	1	20780
Novi	66243	30.24	2191	14.1%	1	55000	1	41000	4	12500	1	NA	0	NA
Rochester Hills	76028	32.80	2318	17.6%	1	70000	1	16000	5	13171	0	NA	1	90000
Farmington Hills	83292	33.27	2504	20.4%	1	43288	1	30000	5	19000	1	146000	1	68000
Canton	98620	36.11	2731	14.8%	1	53500	1	33200	3	16202	1	92800	1	2200

Notes:

1. The demographic information above was referenced from the U.S. Census Bureau
2. Rochester Hills is serviced by the Oakland County Sheriff's office
3. None of the facilities referenced above accommodate shared services (i.e. police/fire, Rec/Senior Center)

Senior Center – Case Study

Client: Hadley Senior Center

Location: Hadley, MA

Area: 10,350 SF

Completion date: 2021

Project cost: $4,650,000 ($449/SF)

AE: EDM

Contractor: Forish Construction Co



Senior Center – Case Study

EDM designed a new senior center located in the historic district of the Town of Hadley. The center is single-story building with approximately 10,350 SF of usable space.

Located along the Connecticut River, Hadley is known for their agricultural roots, which inspired the exterior design of the building. Large, gable forms with a covered front porch give the building a “farm-like” feel, while also taking cues from local municipal architecture. The functional spaces will likely include reception area, commercial grade kitchen, dining area, administration offices, conference room, gathering area, exercise rooms, nurse’s office, classrooms and outdoor area with seating.

The building was located on a single parcel of Town owned land that shared outdoor space with a new town library building that was being designed and constructed in parallel with the senior center. The design teams from each project worked together to create a single parcel site design that fit within the Town’s masterplan guidelines, creating a campus-like set-up to the site.

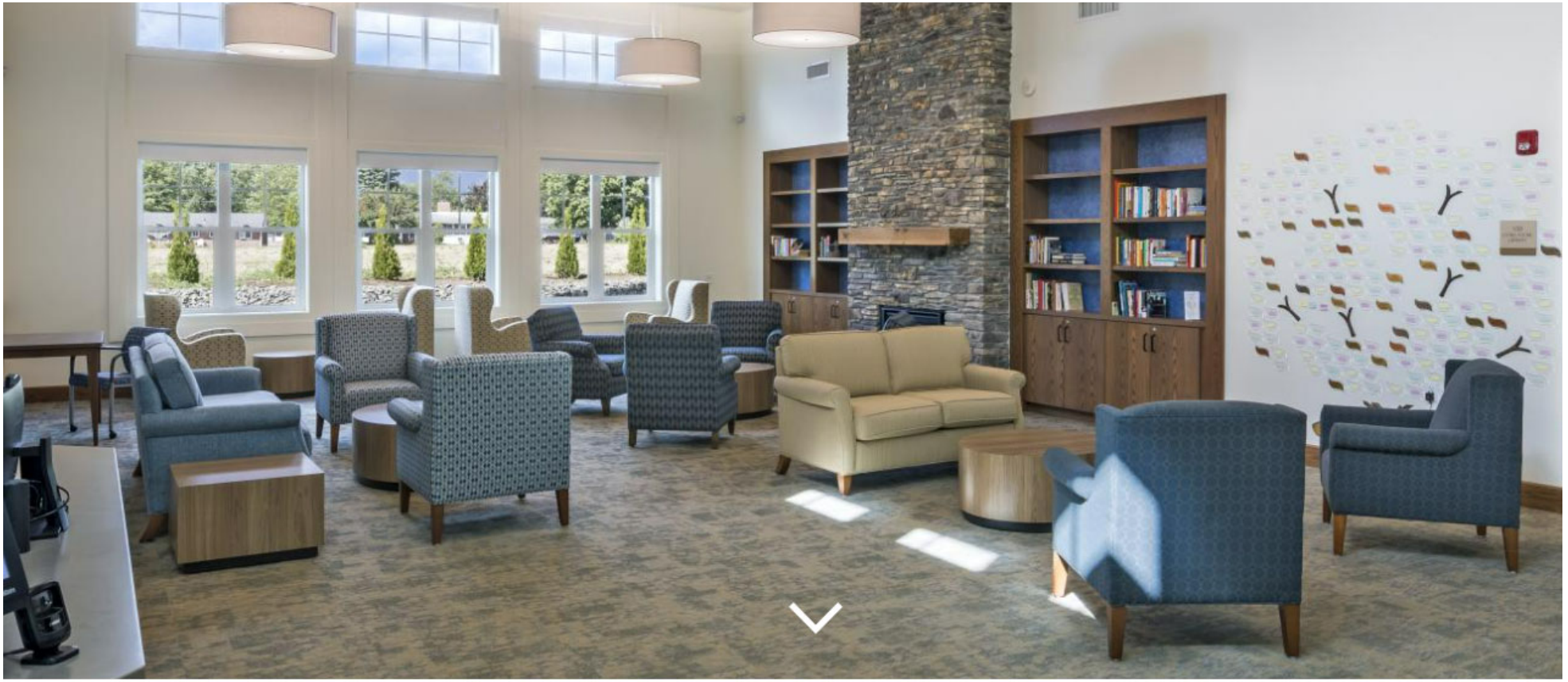
Senior Center – Case Study



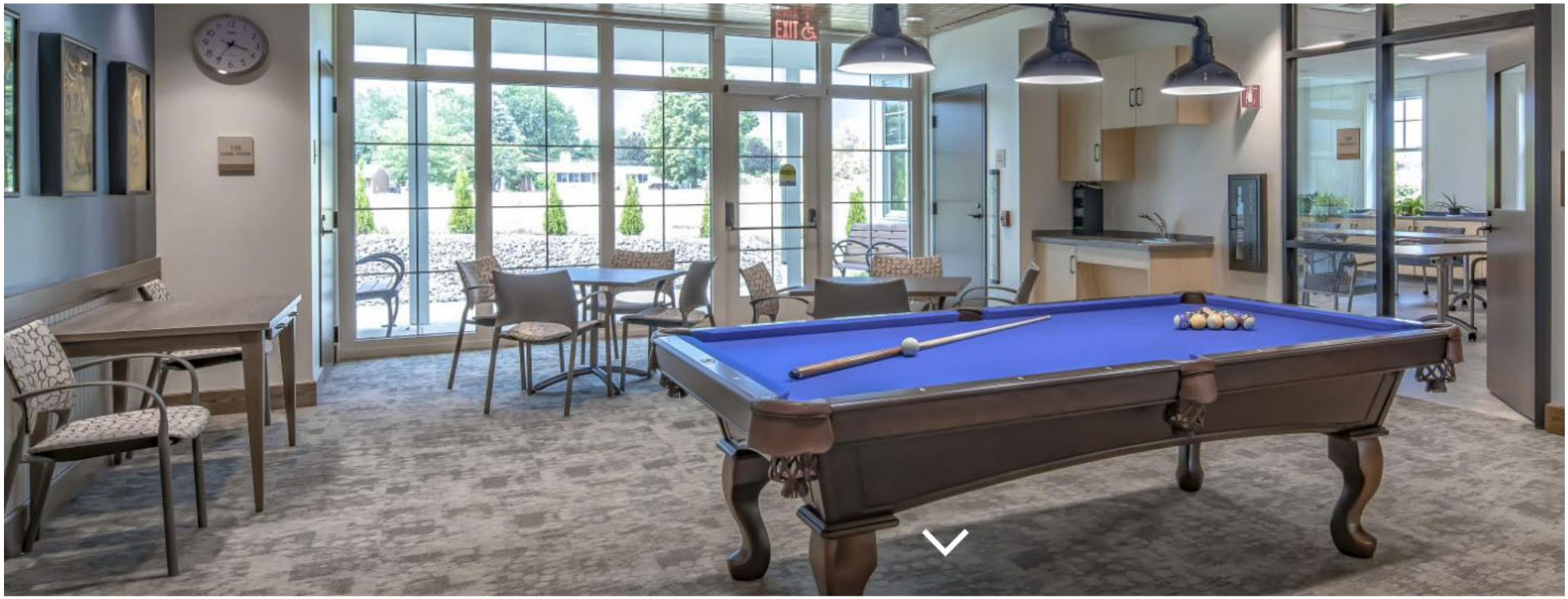
Senior Center – Case Study



Senior Center – Case Study



Senior Center – Case Study

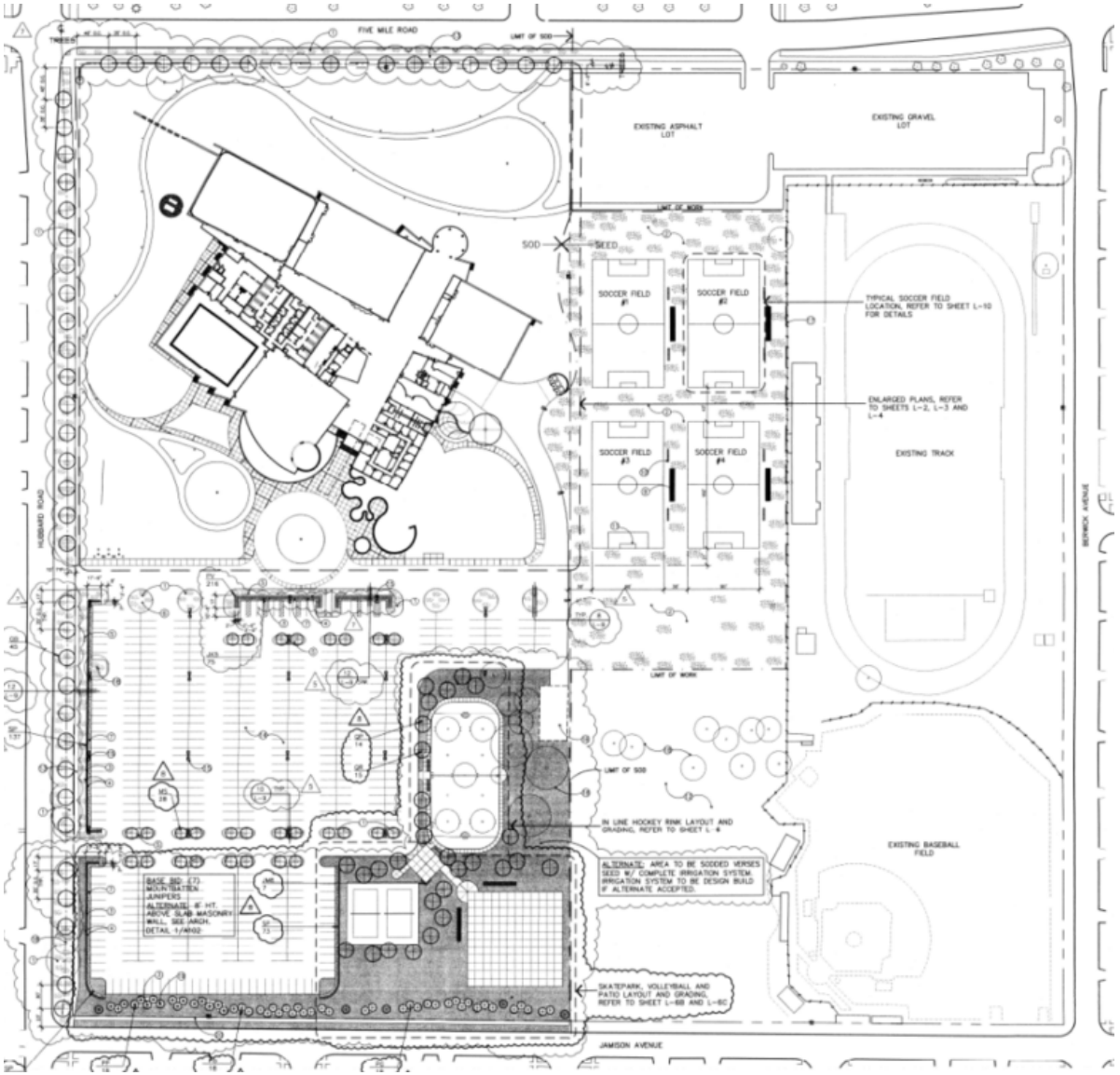


Rec Center

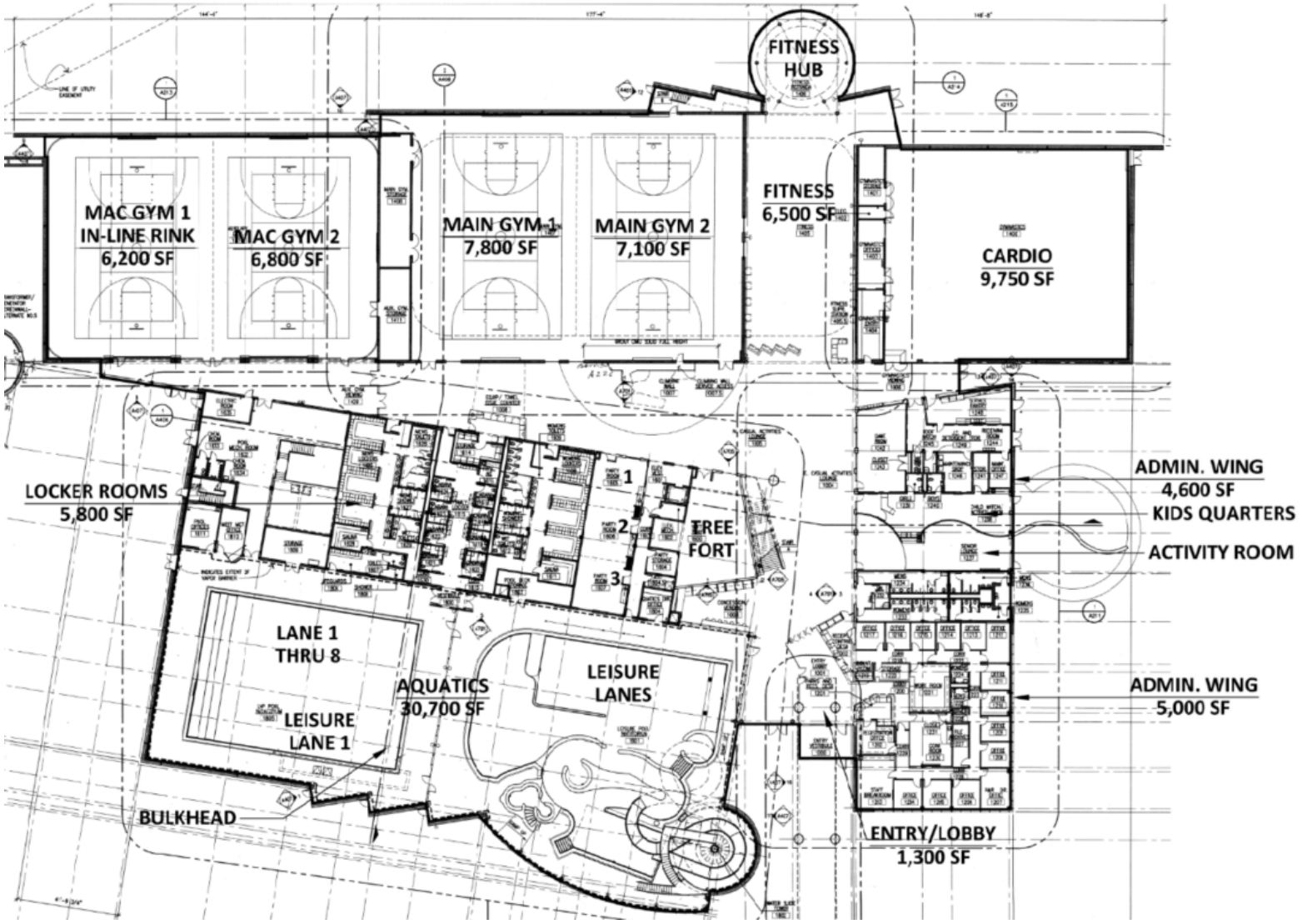


Year Built: 2003 (19 Years Old)

Rec Center - Site Plan

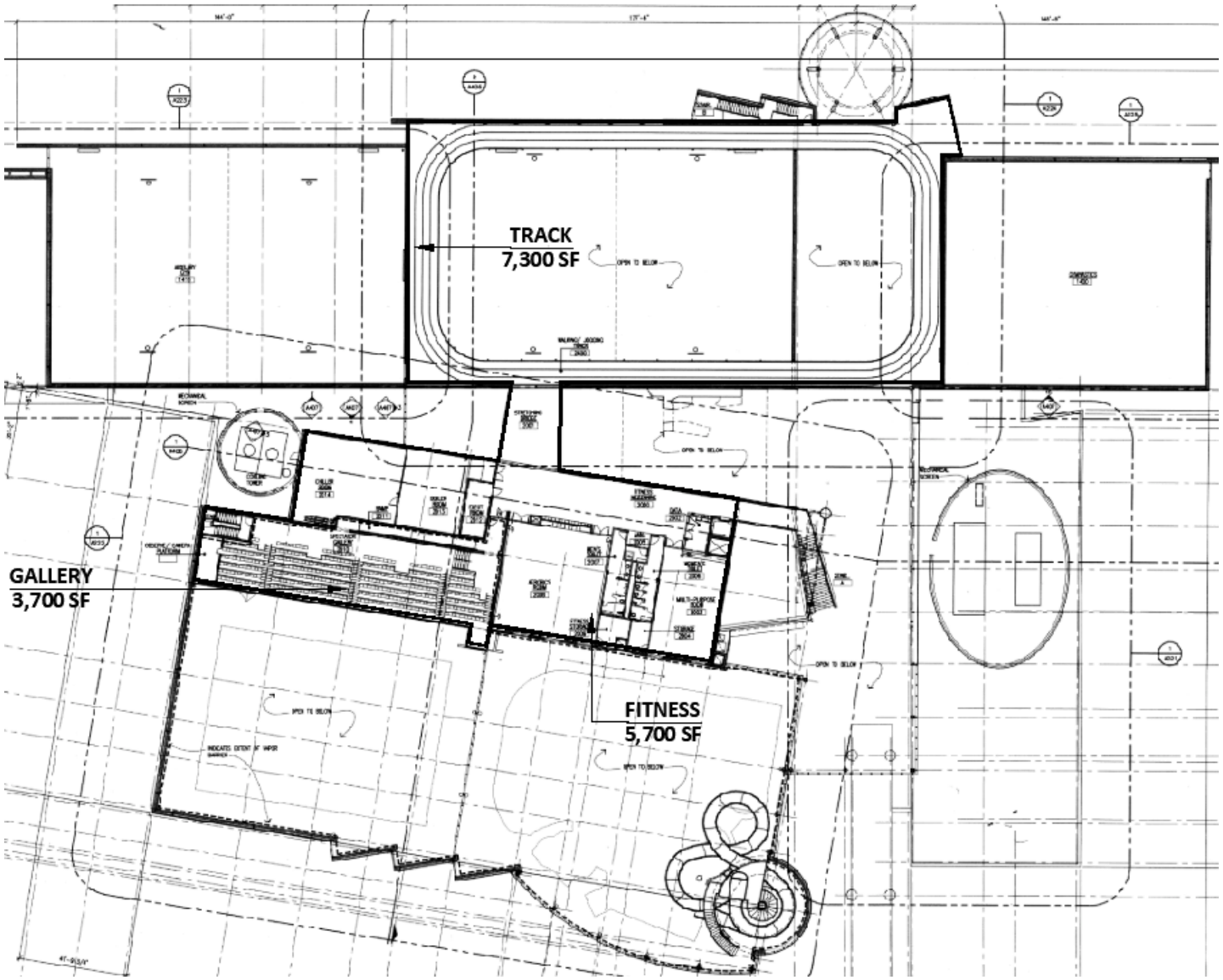


Rec Center - First Floor Plan



TOTAL AREA = 109,800 SF

Rec Center - Second Floor Plan



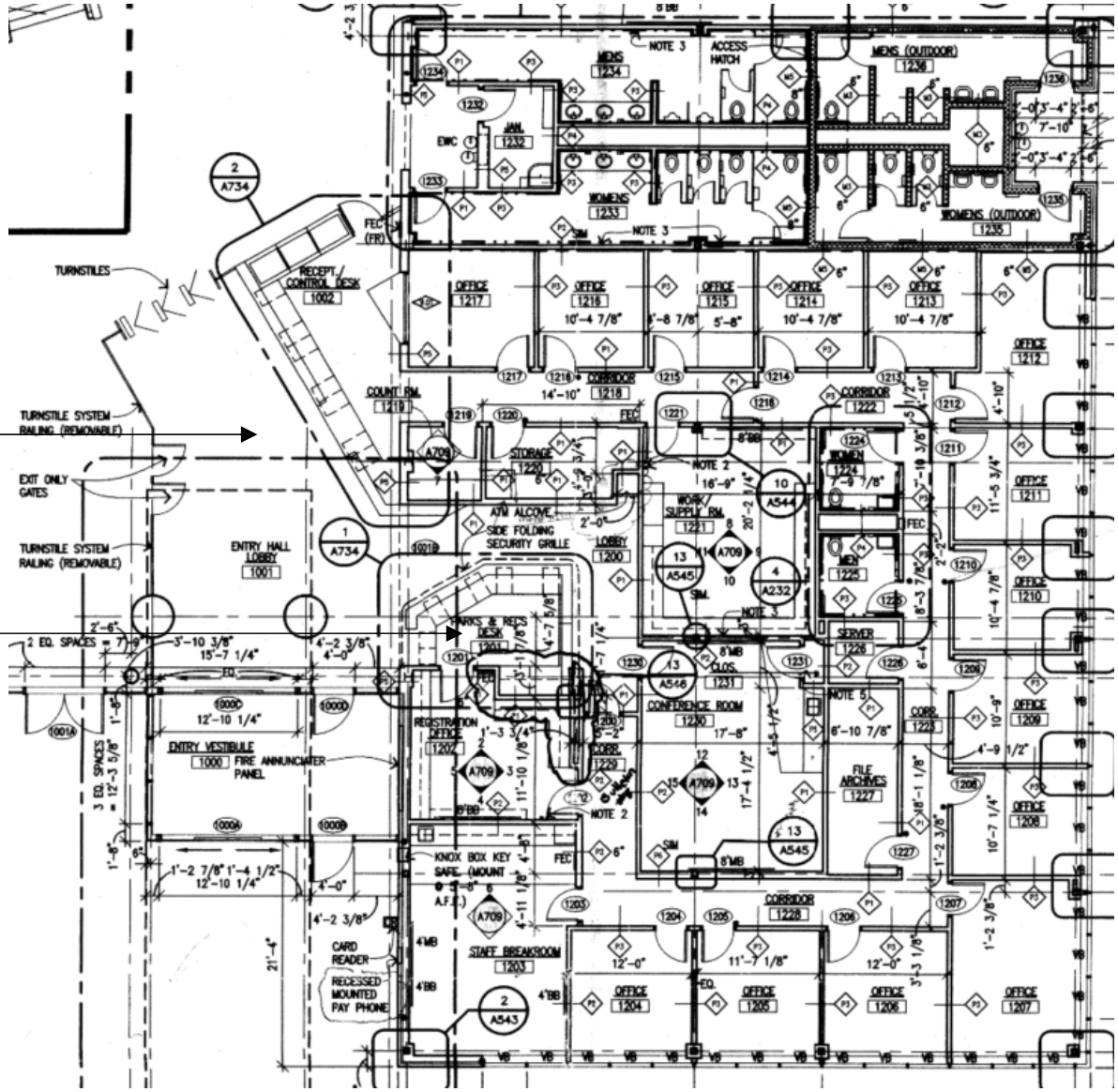
TOTAL AREA = 19,500 SF

Rec Center - First Floor – Admin. Wing and Lobby

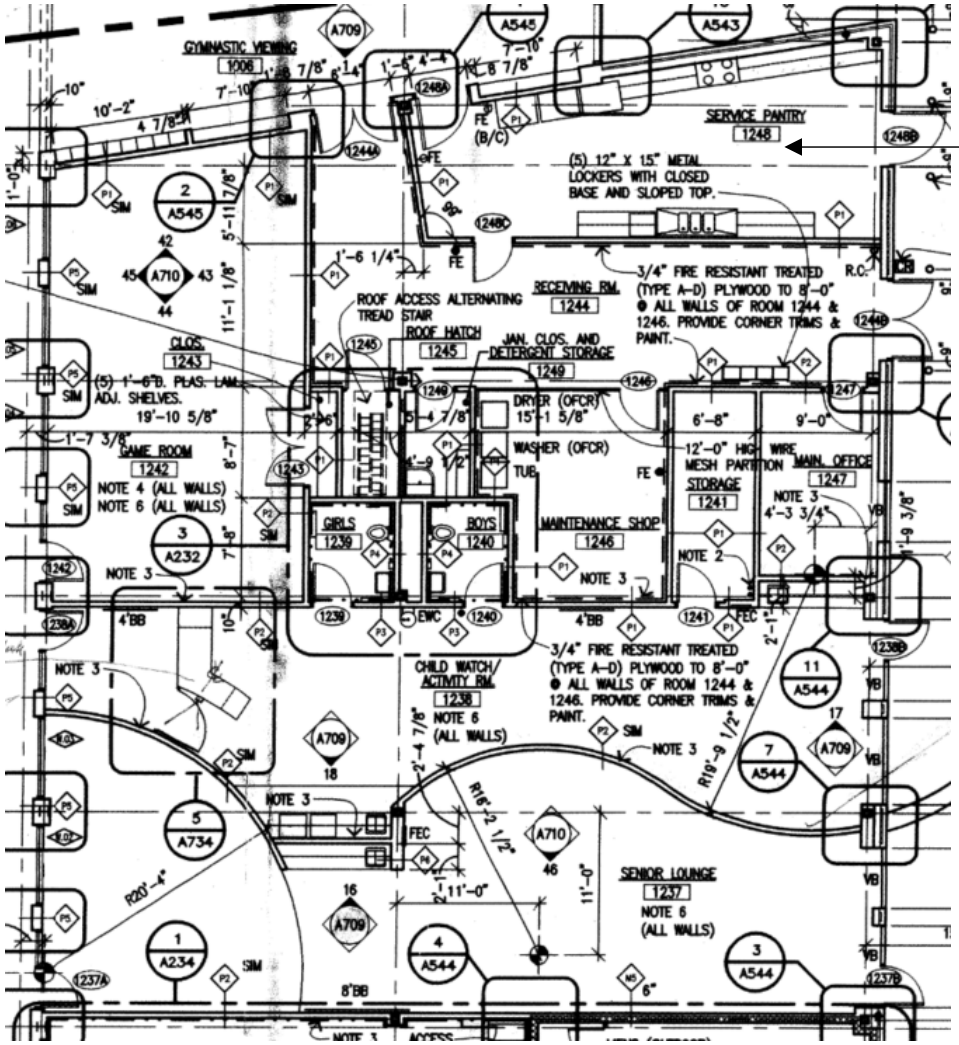
CONCESSIONS AND VENDING AREA IS UNDERUTILIZED. CONSIDER CONVERTING TO A TEEN ZONE.

RECONFIGURE ENTRY LOBBY AND RECEPTION FOR BETTER PUBLIC/MEMBER ACCESS

PARKS + REC RECEPTION IS UNDERUTILIZED.

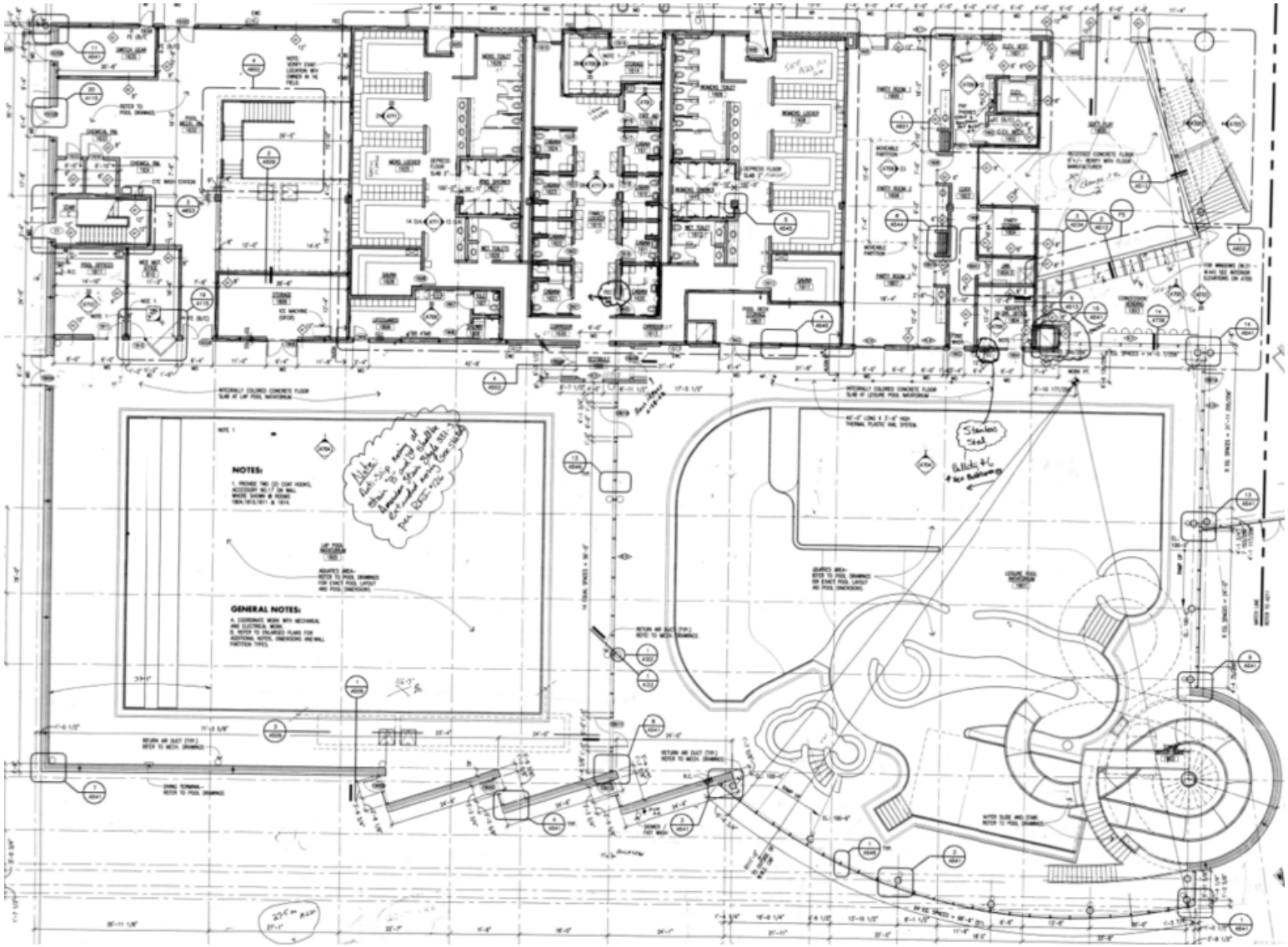


Rec Center - First Floor– Admin. Wing

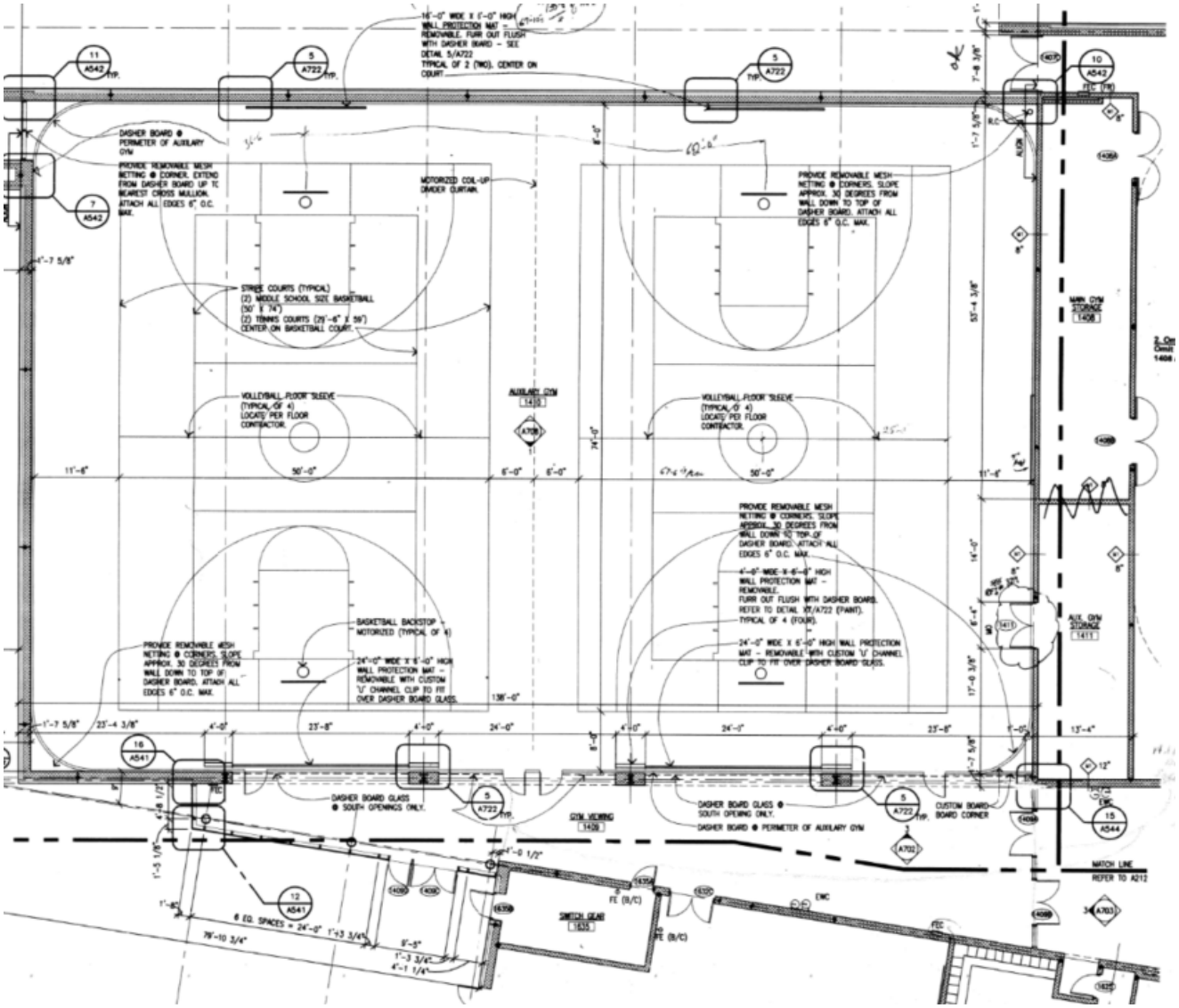


SERVICE PANTRY IS UNDERUTILIZED AS A FULL KITCHEN

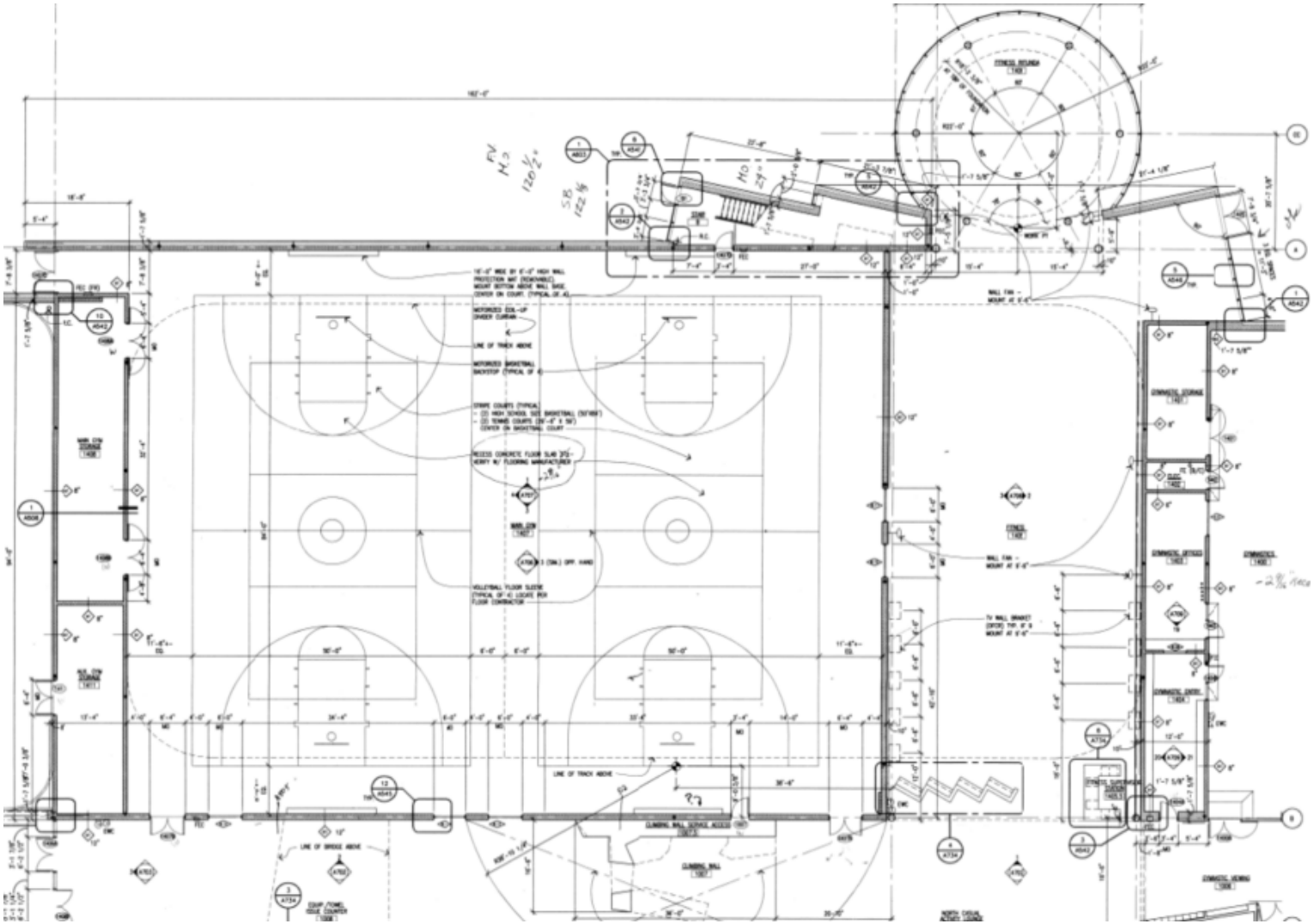
Rec Center - First Floor – Aquatics



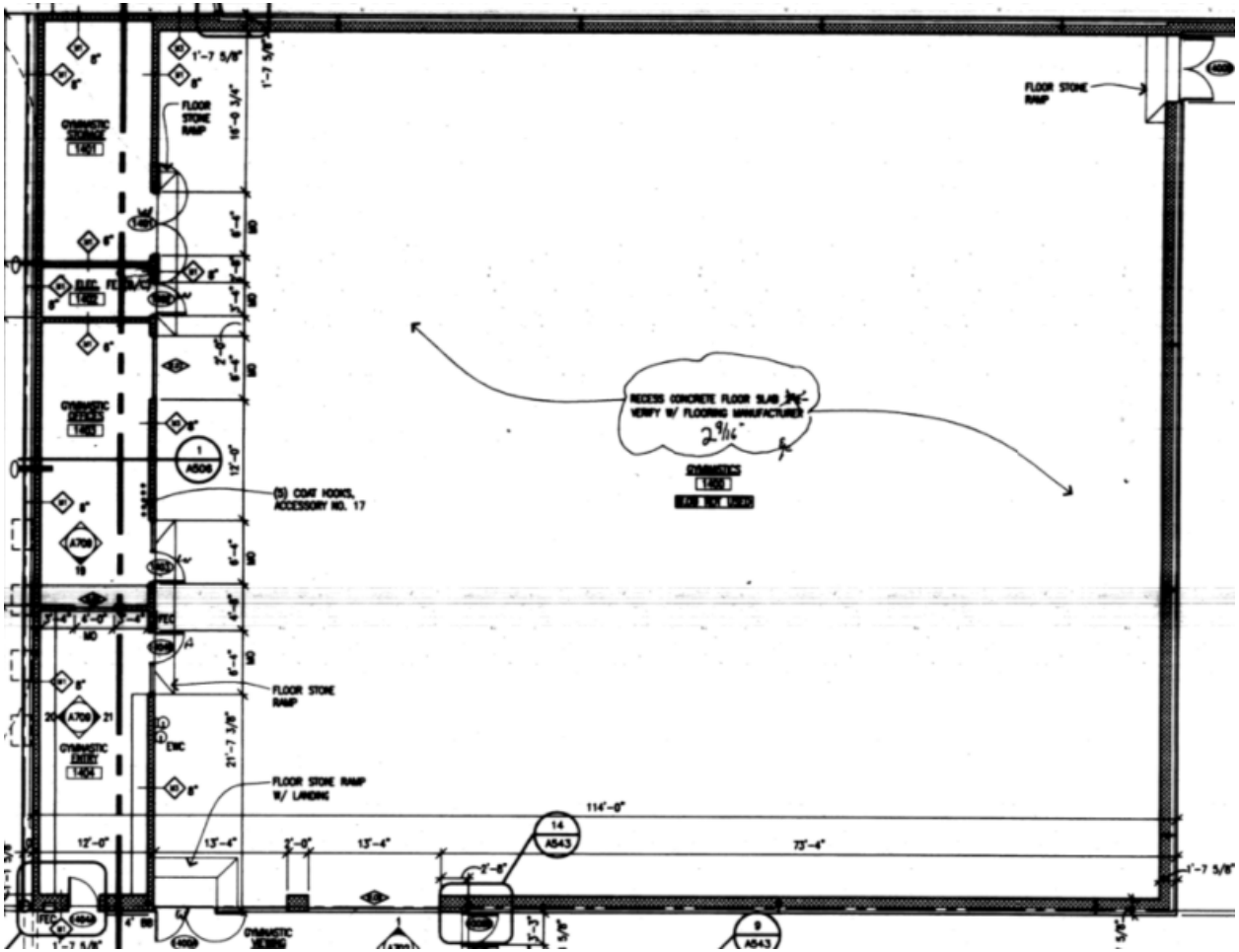
Rec Center - First Floor – Auxiliary Gym



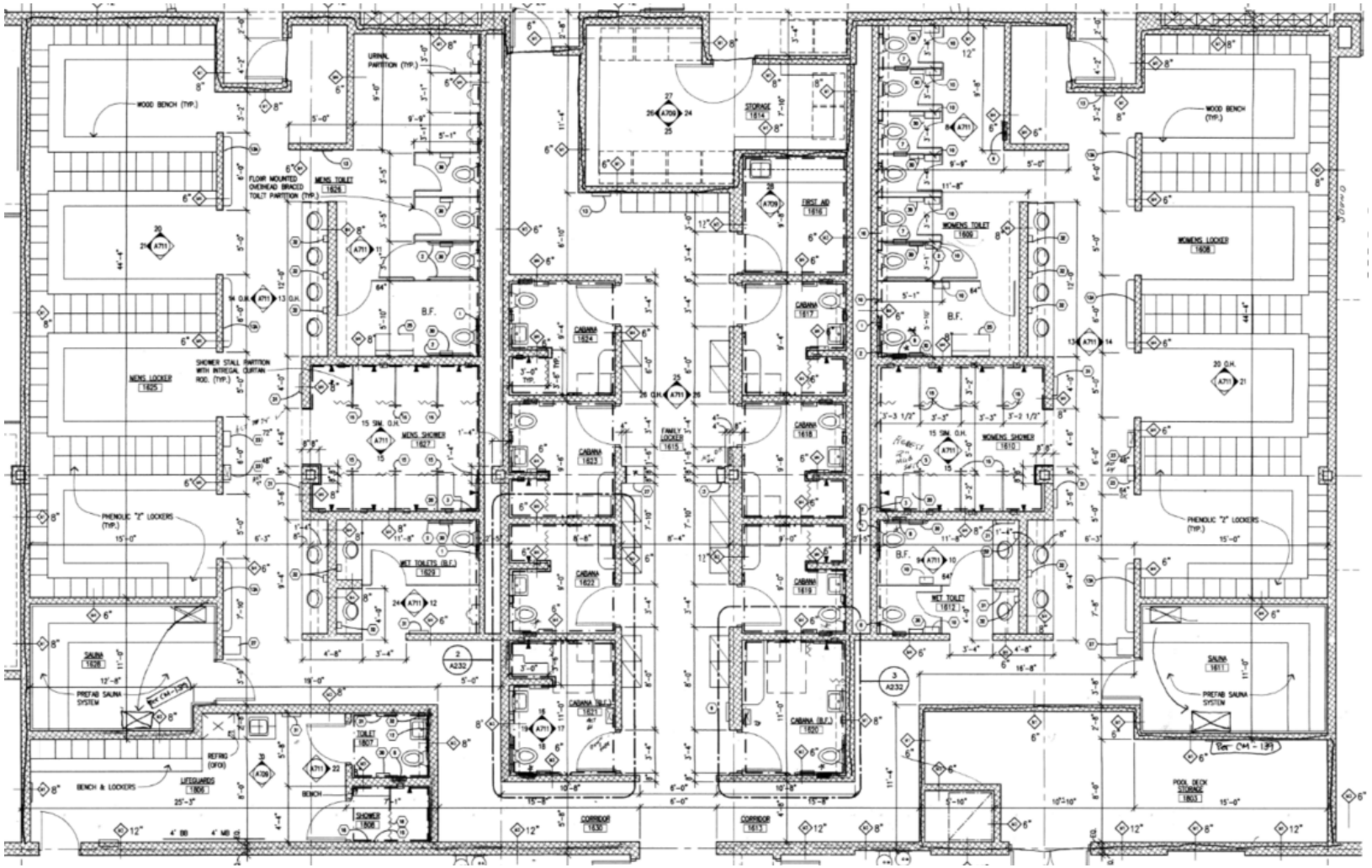
Rec Center - First Floor – Main Gym + Fitness



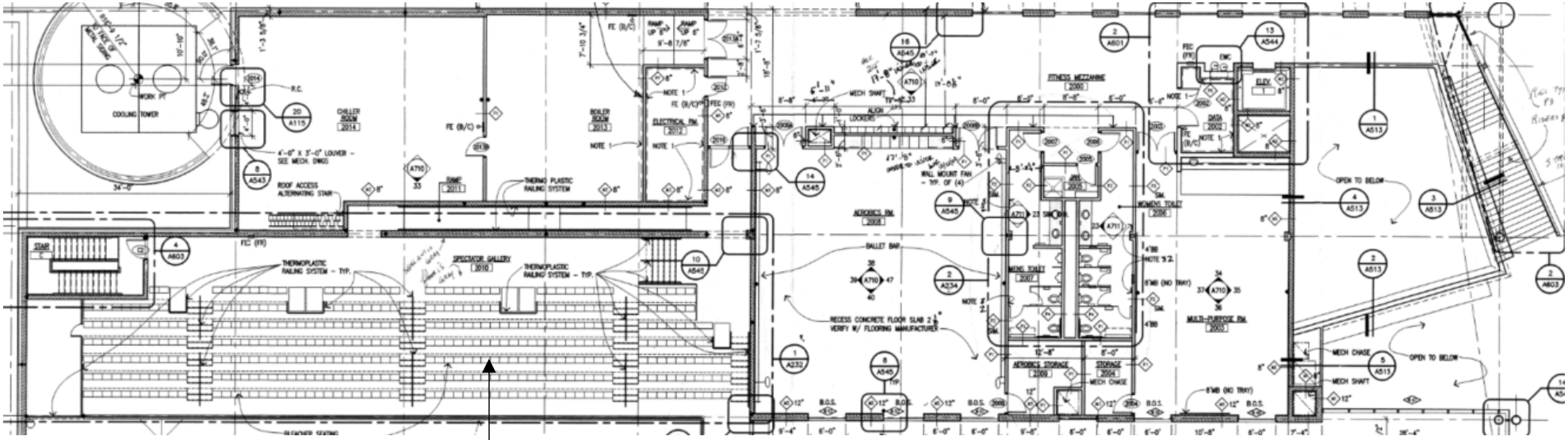
Rec Center - First Floor – Cardio



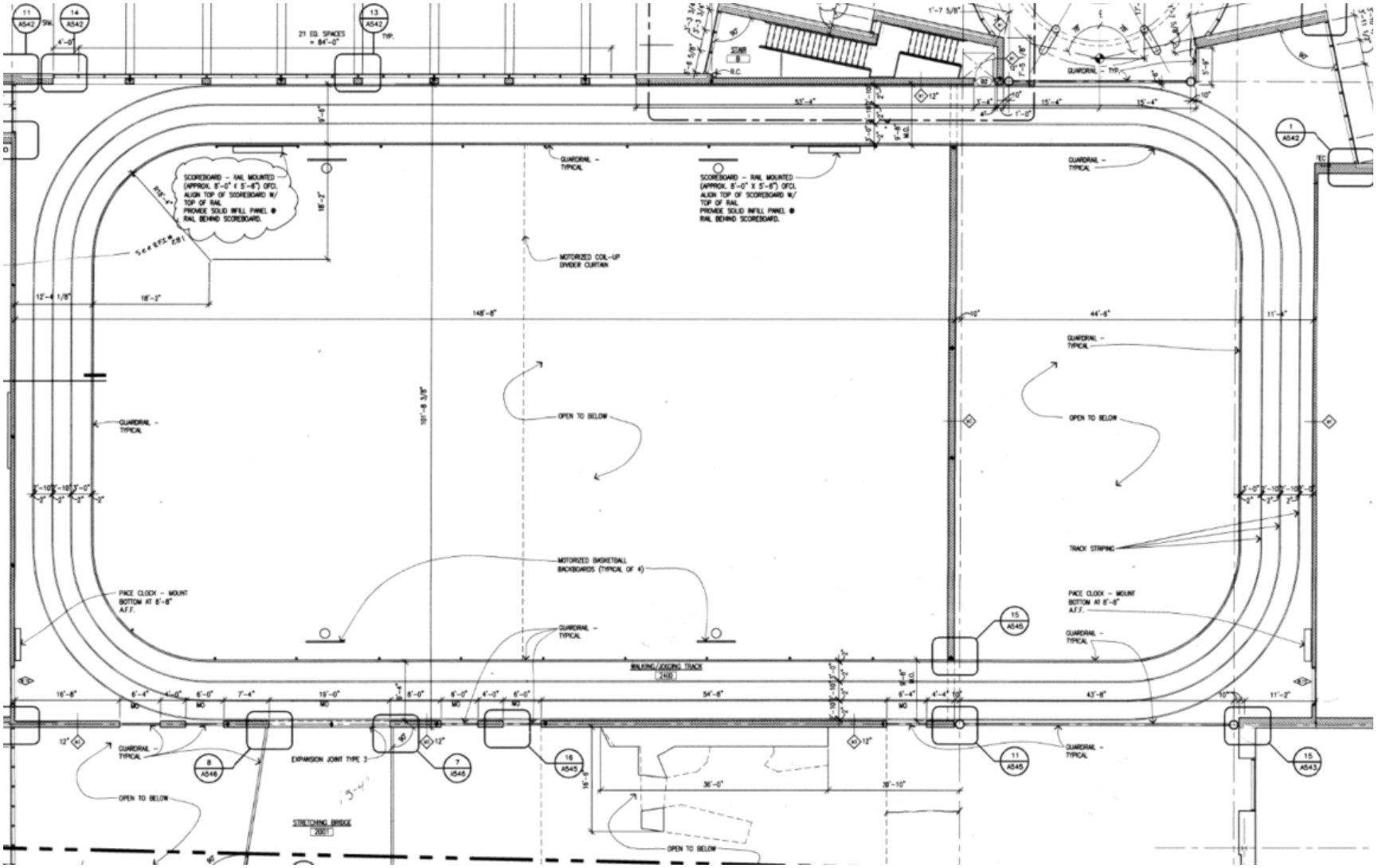
Rec Center - First Floor – Locker Rooms



Rec Center - Second Floor – Gallery + Fitness



Rec Center - Second Floor - Track



Rec Center - Utilization Analysis

Time/Facility	Activity Room	Party Room 1	Party Room 2	Party Room 3	Main 1	Main 2	MAC 1	MAC 2	MPR	Aerobics
5am										
530										
6						Fitness Class		Fitness Class		
630						Fitness Class		Fitness Class		
7										
730										
8										
830		Kids Classes	Kids Classes	Kids Classes						
9		Kids Classes	Kids Classes	Kids Classes				Pickleball	Fitness Class	
930		Kids Classes	Kids Classes	Kids Classes				Pickleball	Fitness Class	
10		Kids Classes	Kids Classes	Kids Classes			Fitness Class	Pickleball		Fitness Class
1030		Kids Classes	Kids Classes	Kids Classes		Fitness Class		Pickleball		Fitness Class
11						Fitness Class	Fitness Class			
1130							Fitness Class			
12										
1230										
1										
130										
2										
230										
3										
330										
4										
430										
5										Fitness Class
530		STEAM	STEAM	STEAM			Sports & Games			Fitness Class
6	Fitness Class	STEAM	STEAM	STEAM		Martial Arts	Sports & Games	Fitness Class	Martial Arts	Fitness Class
630	Fitness Class						Sports & Games	Fitness Class	Martial Arts	Fitness Class
7	Dance	Fitness Class	Fitness Class	Fitness Class			Sports & Games		Martial Arts	Fitness Class
730	Dance	Fitness Class	Fitness Class	Fitness Class			LJAL		Martial Arts	Fitness Class
8	Dance						LJAL	Pickleball		
830	Dance						LJAL	Pickleball		
9							LJAL	Pickleball		
930								Pickleball		
Room Availability during hours of operation (Hours per day)	17	17	17	17	17	17	17	17	17	17
Room Utilization during hours of operation (Hours per day)	3	4.5	4.5	4.5	0	2.5	5.5	6	3	4
Percent of time room is booked during hours of opeation	18%	26%	26%	26%	0%	15%	32%	35%	18%	24%

Rec Center - Utilization Analysis

Time/Facility	Activity Room	Party Room 1	Party Room 2	Party Room 3	Main 1	Main 2	MAC 1	MAC 2	MPR	Aerobics
Room Availability (Hours per day)	17	17	17	17	17	17	17	17	**17**	17
Room Utilization (Hours per day)	3	4.5	4.5	4.5	0	2.5	5.5	6	**3**	4
Percent Utilized	18%	26%	26%	26%	see note 6	see note 6	32%	35%	18%	24%

Room Size (SF)	1160	450	450	450	7000	7000	6200	6200	1040	1700
Occupant Load Factor (NSF/OCC)	50	15	15	15	50	50	50	50	15	50
Max Occupants	23	30	30	30	140	140	124	124	69	34
Average Class Size	8	8	8	8	50	32	18	18	17	19

Notes:
1. Assembly (gaming floors) = 11 GSF
2. Assembly (without fixed seats, chairs only, not fixed) = 7 NSF
3. Assembly (without fixed seats, standing space) = 5 NSF
4. Assembly (without fixed seats, tables and chairs) = 15 NSF
5. Exercise Rooms = 50 GSF
6. Main Gym 1 and 2 are open and available for member use (e.g. pick up basketball) when not programmed.

Rec Center – Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	SF/Seat	Offices	Wkstn.	
First Floor	Parks + Recreation Office Area (Ted Davis)	5000	32	156	14	18	6800	34	200	16	18	5200	34	153	200	12	14	AWS = Y FA = Y
	Parks + Recreation Public Area (Ted Davis)	104800	0	NA	0	0	104800	0	NA	0	0	104800	0	NA	NA	0	0	
	First Floor Subtotals	**109800**	**32**	**3431**	**14**	**18**	**111600**	**34**	**3282**	**16**	**18**	**110000**	**34**	**3235**	**4231**	**12**	**14**	
Second Floor	Parks + Recreation (Ted Davis)	19500	0	NA	0	0	19500	0	NA	0	0	19500	0	NA	NA	0	0	NA
	Second Floor Subtotals	**19500**	**0**	**NA**	**0**	**0**	**19500**	**0**	**NA**	**0**	**0**	**19500**	**0**	**NA**	**NA**	**0**	**0**	
	Total (Rec Center)	**129300**	**32**	**4041**	**14**	**18**	**131100**	**34**	**3856**	**16**	**18**	**129500**	**34**	**3809**	**4981**	**12**	**14**	

1. Existing Concession/Vending area is underutilized. Consider converting to a Teen Zone
2. Entry Lobby + Reception for better public/member access
3. Spectator Gallery is underutilized.

Rec Center – Preliminary Findings and Observations

Demographic Comparison:

City	Population	Area (Square Miles)	Population Density (People per SM)	% of Population Age 65+	No. of Library Facilities	Library Area (SF)	No. of Police Stations	Police Station Area (SF)	No. of Fire Stations	Fire Station Area (SF) Main Station	No. of Rec Center Facilities	Rec Center Area (SF)	No. of Senior Center Facilities	Senior Center Area (SF)
Livonia	95535	35.70	2676	20.6%	2	71470	1	55275	5	12500	1	129300	1	20780
Novi	66243	30.24	2191	14.1%	1	55000	1	41000	4	12500	1	NA	0	NA
Rochester Hills	76028	32.80	2318	17.6%	1	70000	1	16000	5	13171	0	NA	1	90000
Farmington Hills	83292	33.27	2504	20.4%	1	43288	1	30000	5	19000	1	146000	1	68000
Canton	98620	36.11	2731	14.8%	1	53500	1	33200	3	16202	1	92800	1	2200

Notes:

1. The demographic information above was referenced from the U.S. Census Bureau
2. Rochester Hills is serviced by the Oakland County Sheriff's office
3. None of the facilities referenced above accommodate shared services (i.e. police/fire, Rec/Senior Center)

Rec Center - Case Study

Client: O'Connell Athletic Center

Location: West Hartford, CT

Area: 31,277 SF

Completion date: 2021

Construction cost: $14,300,000 ($457/SF)

AE: JCJ Architecture



Rec Center - Case Study

JCJ Architecture is working with the University of Saint Joseph, a private Catholic and recent co-educational college, to renovate and expand the existing O'Connell Athletic Center into a new, energized, central Basketball Arena and athletics venue. The new athletics expansion will also meet the needs of a growing number of students either looking to continue their sports careers or others pursuing degrees in athletic training, sports management or physical education and sports studies.

Rec Center - Case Study



Rec Center - Case Study



Rec Center - Case Study



Rec Center - Case Study



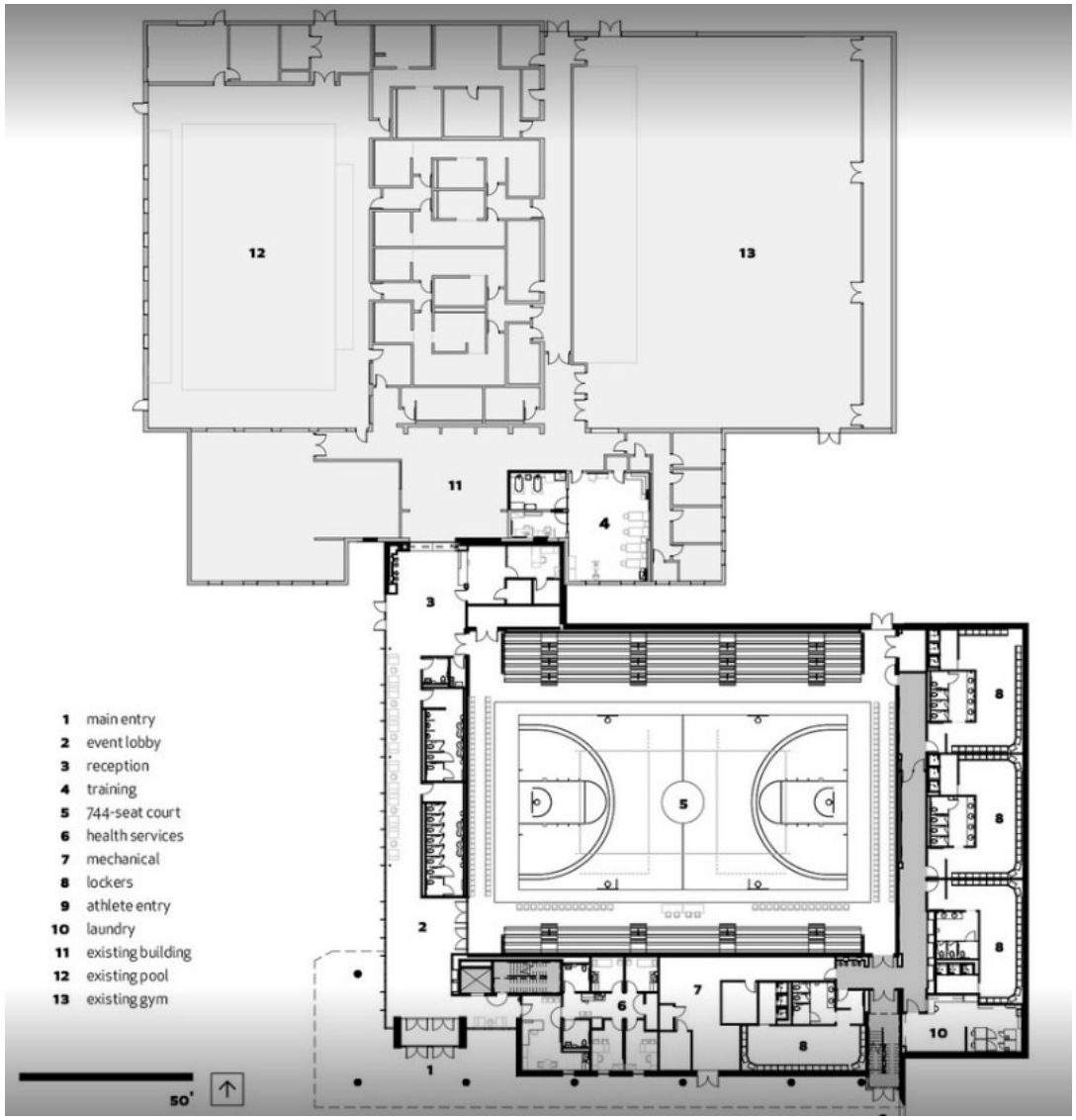
Rec Center - Case Study



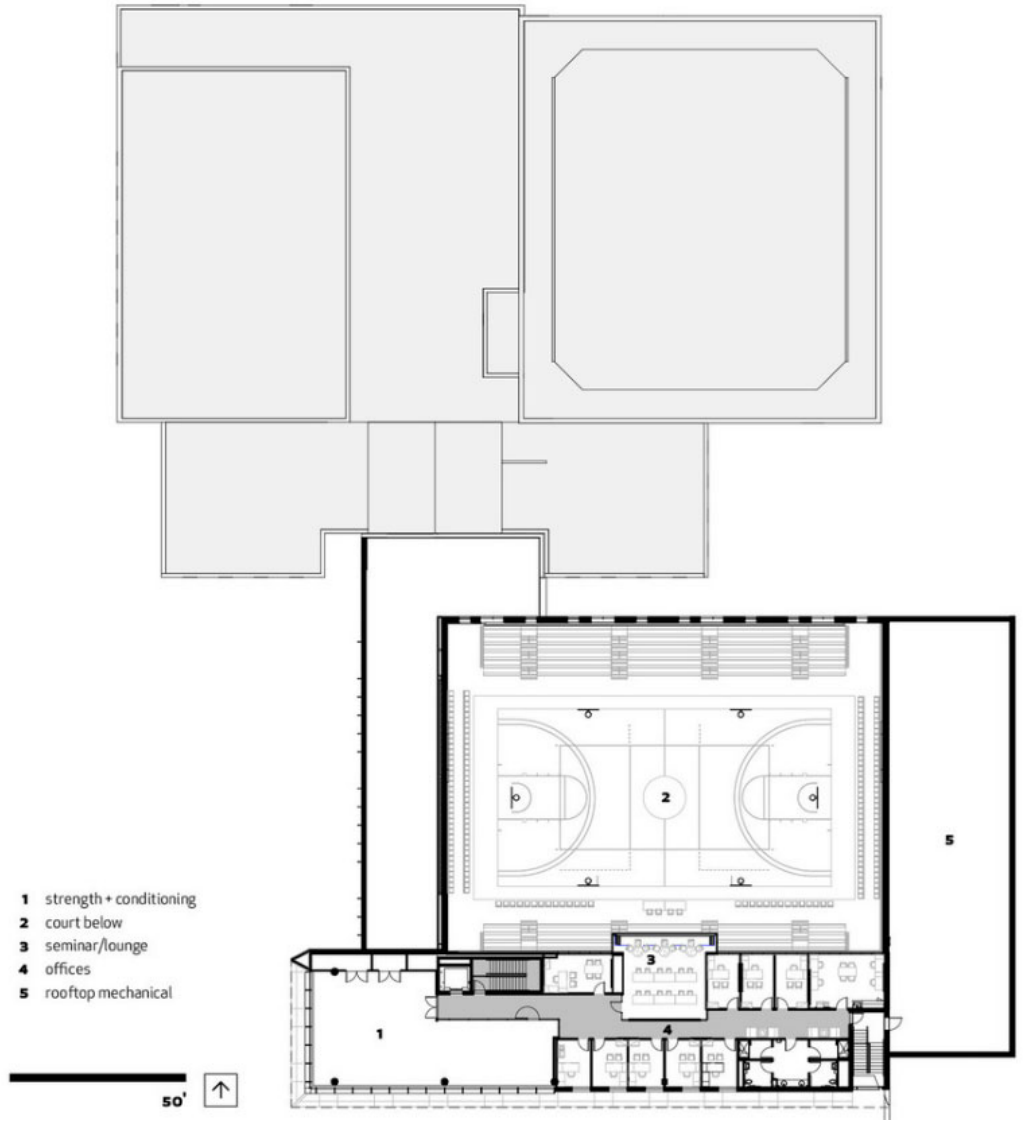
Rec Center - Case Study



Rec Center - Case Study



Rec Center - Case Study

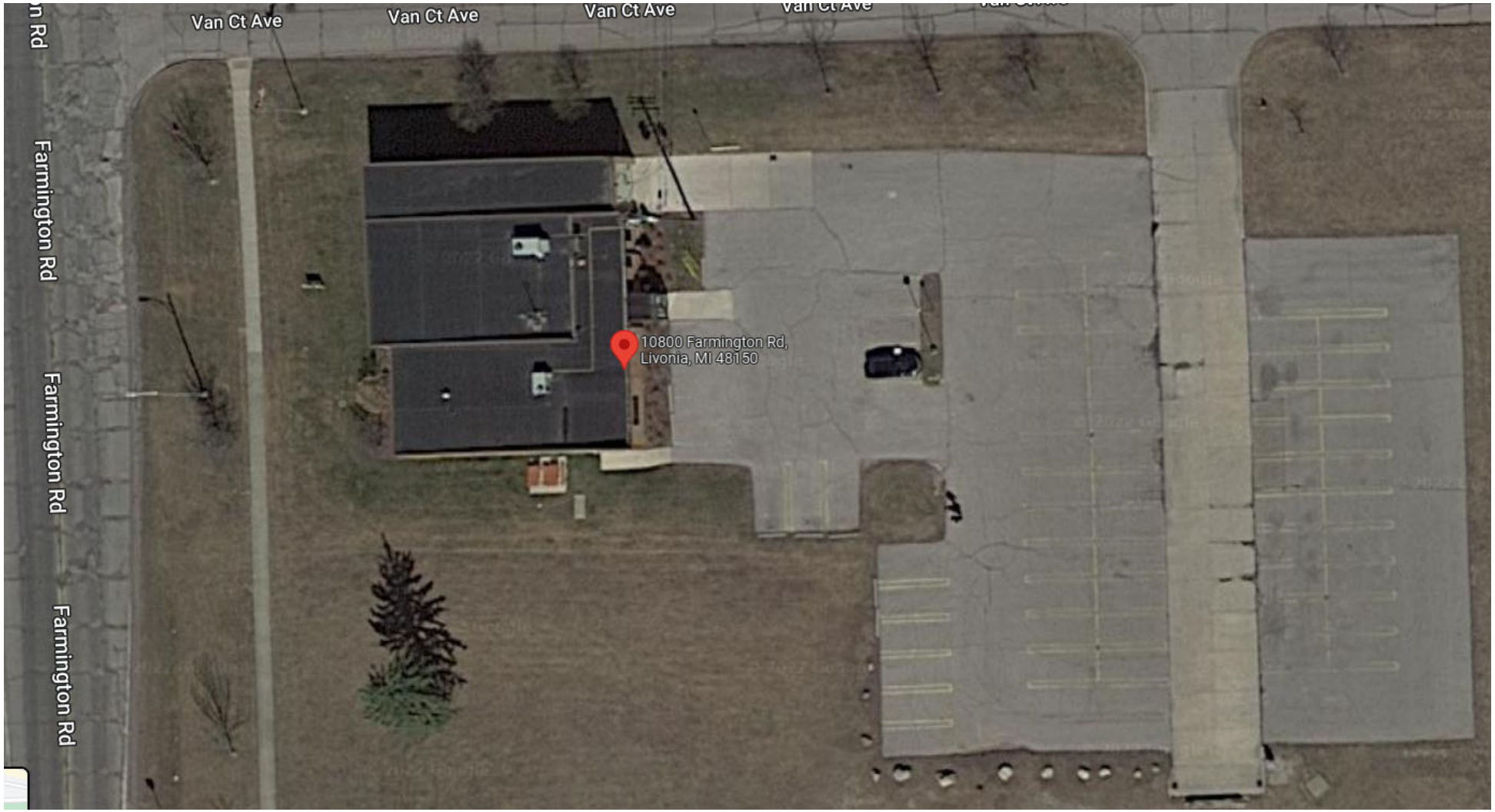


Housing Commission

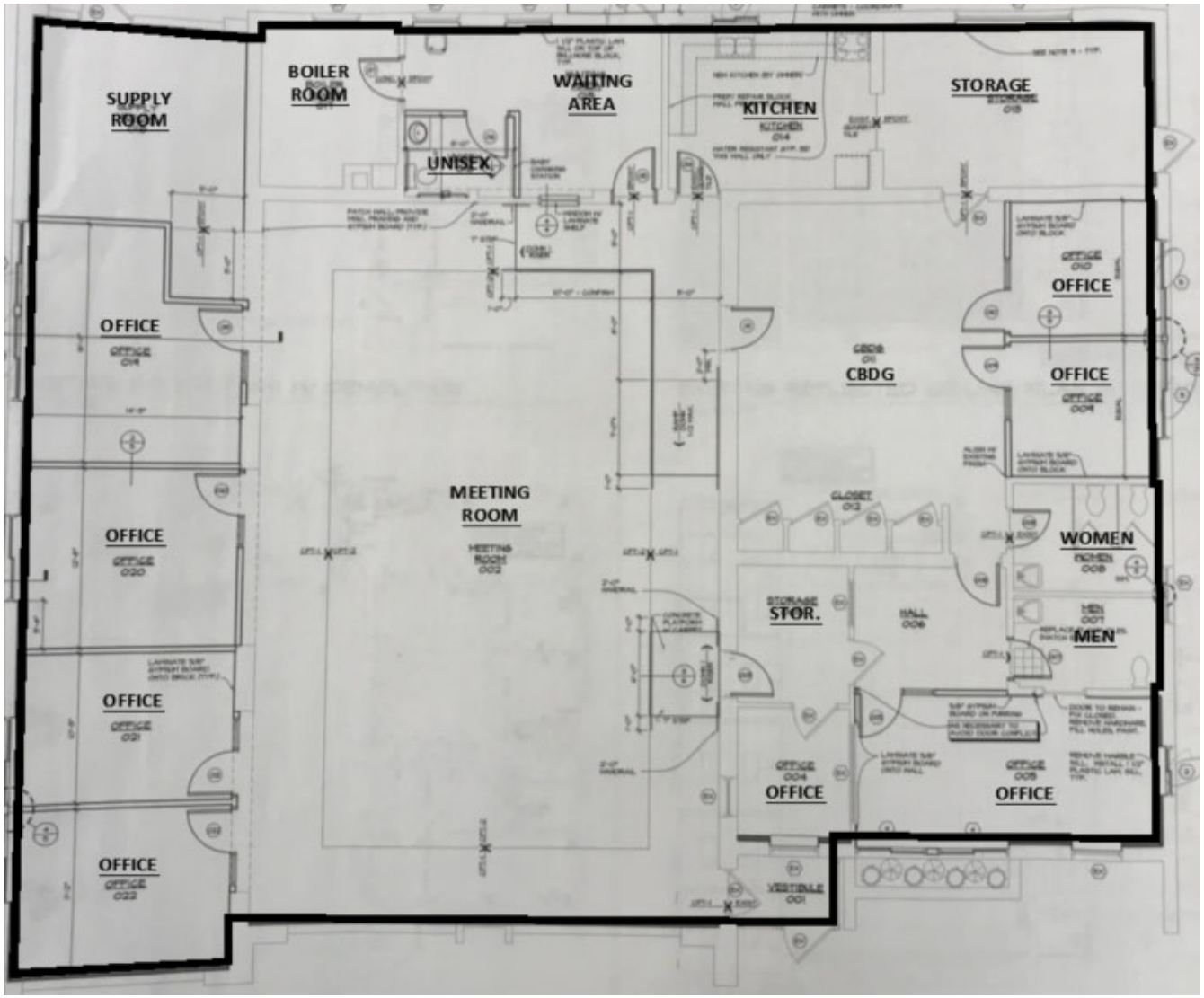


Year Built: 1966 (56 Years Old)

Housing Commission - Site Plan



Housing Commission - First Floor Plan



TOTAL AREA = 5,400 SF

Housing Commission - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Lower Level	Housing Commission (Brandie Isaacson)	5400	8	675	8	0	1600	8	200	8	0	1600	8	200	200	8	0	AWS = N FA = N
	Subtotal (Lower Level)	**5400**	**8**	**675**	**8**	**0**	**1600**	**8**	**200**	**8**	**0**	**1600**	**8**	**200**	**200**	**8**	**0**	

1. Former Fire Station building used for the purpose of Housing commission offices creates inefficiencies within the floor plan layout.
2. Conference Room (formerly the fire apparatus garage bay) is largely oversized.

Civic Center Library

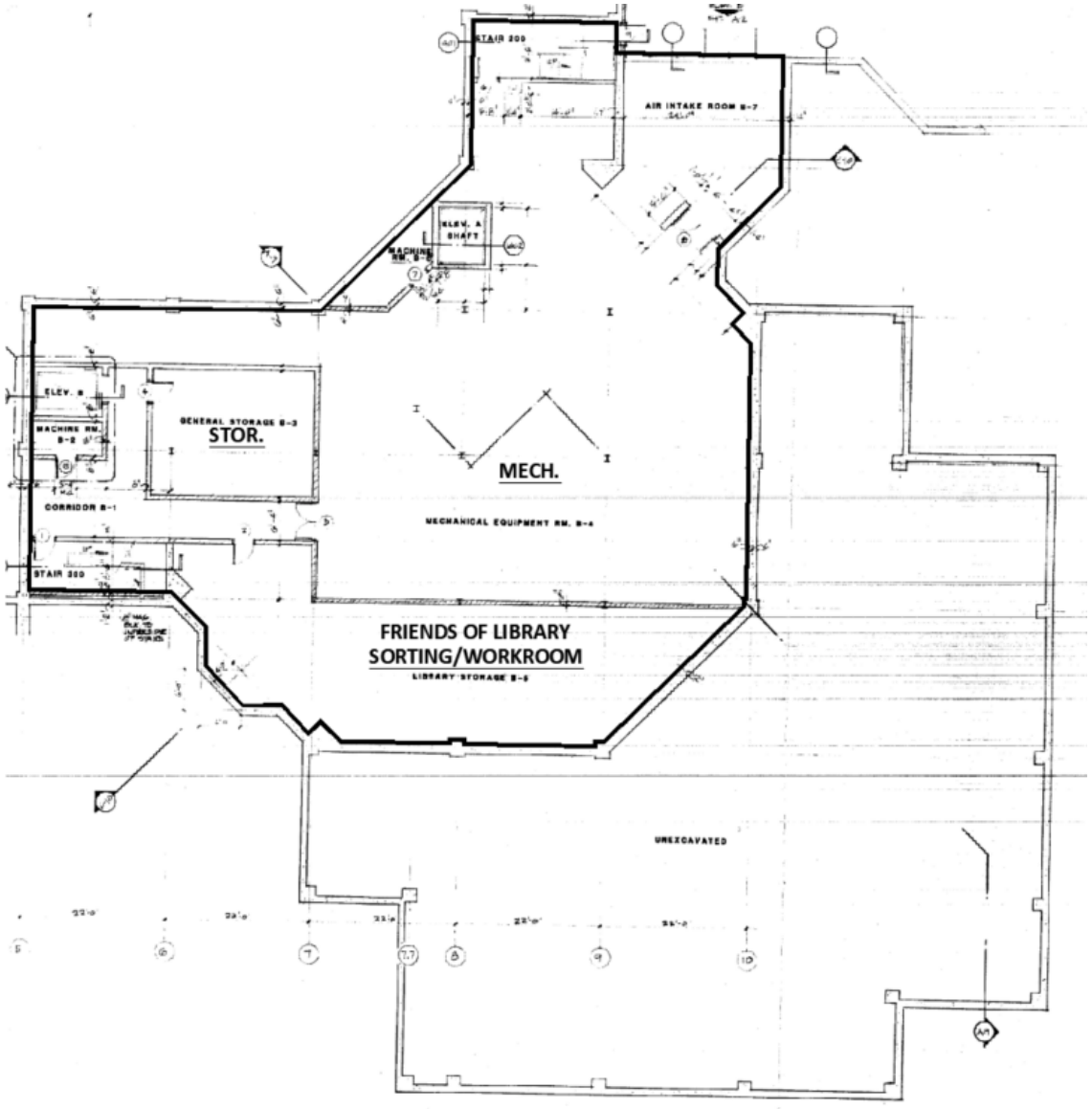


Year Built: 1987 (35 Years Old)

Civic Center Library - Aerial Photo

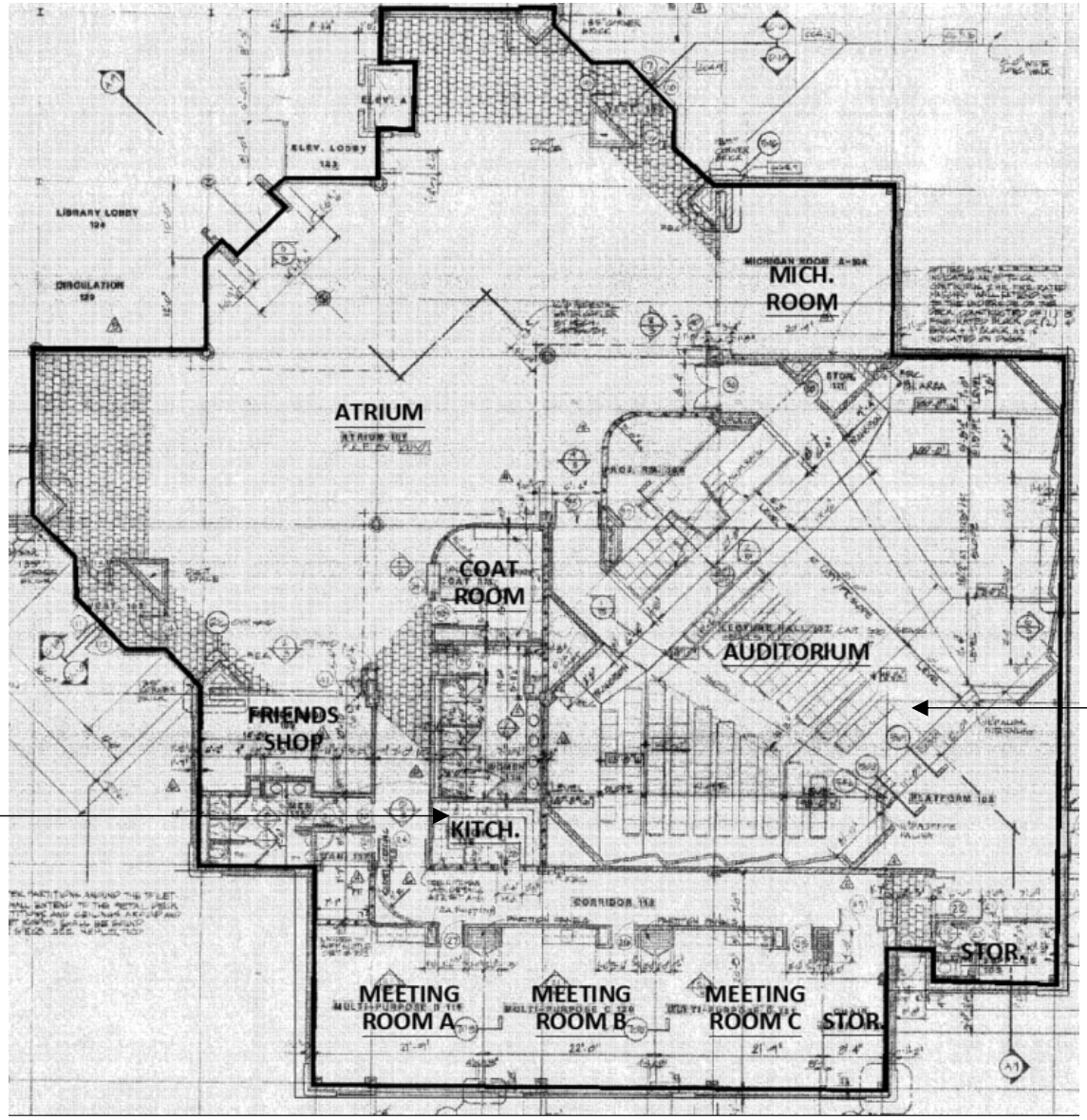


Civic Center Library - Lower-Level Floor Plan



TOTAL AREA = 8,300 SF

Civic Center Library - First Floor Plan (Lecture Hall)

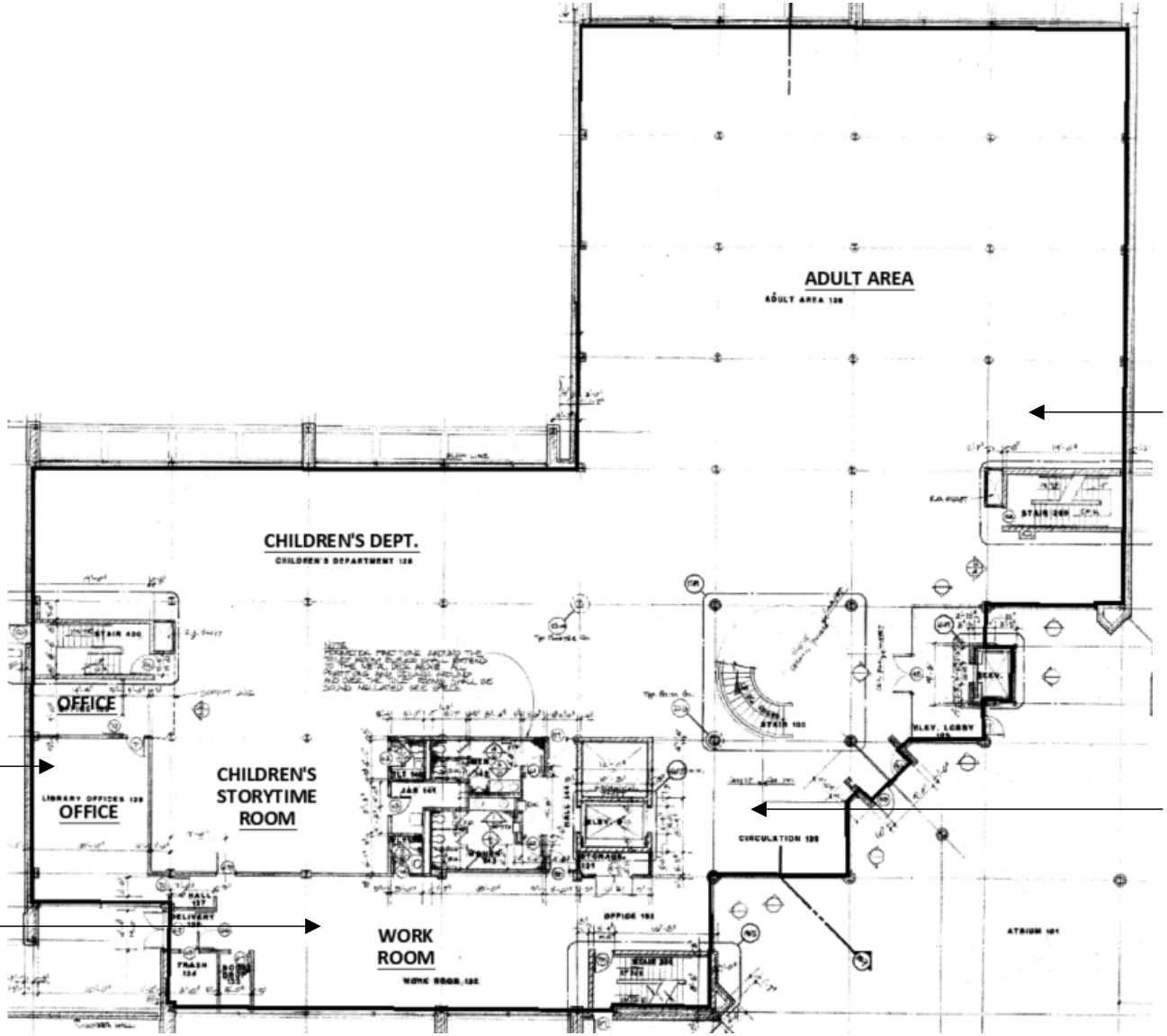


KITCHEN IS TOO SMALL

AUDITORIUM IS CURRENTLY UNDERUTILIZED DUE TO COVID RESTRICTIONS

TOTAL AREA = 13,300 SF

Civic Center Library - First Floor Plan



2 FTE
3 WKSTN

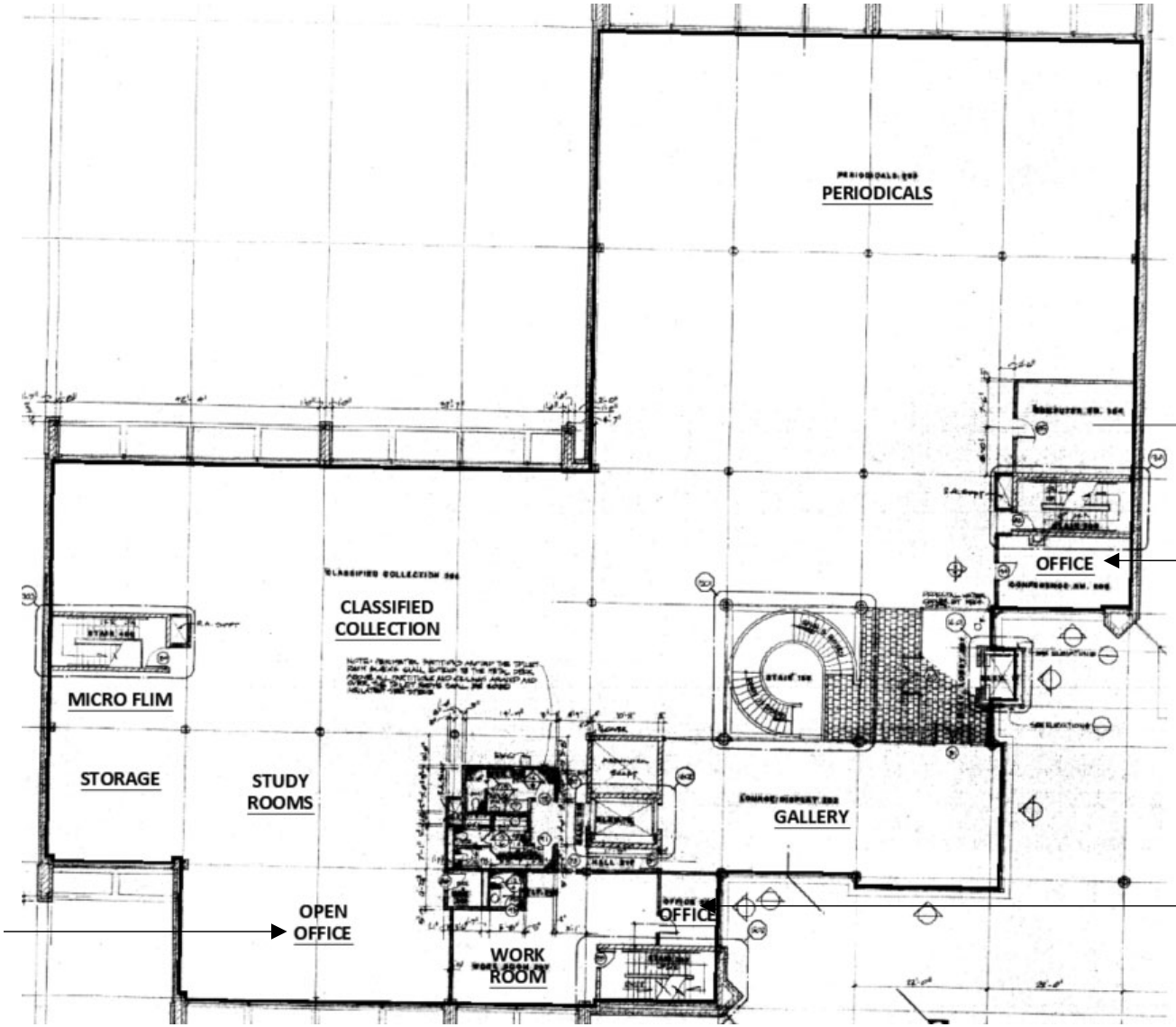
3 FTE
4 WKSTN

2 -3 FTE

10 FTE
12 WKSTN

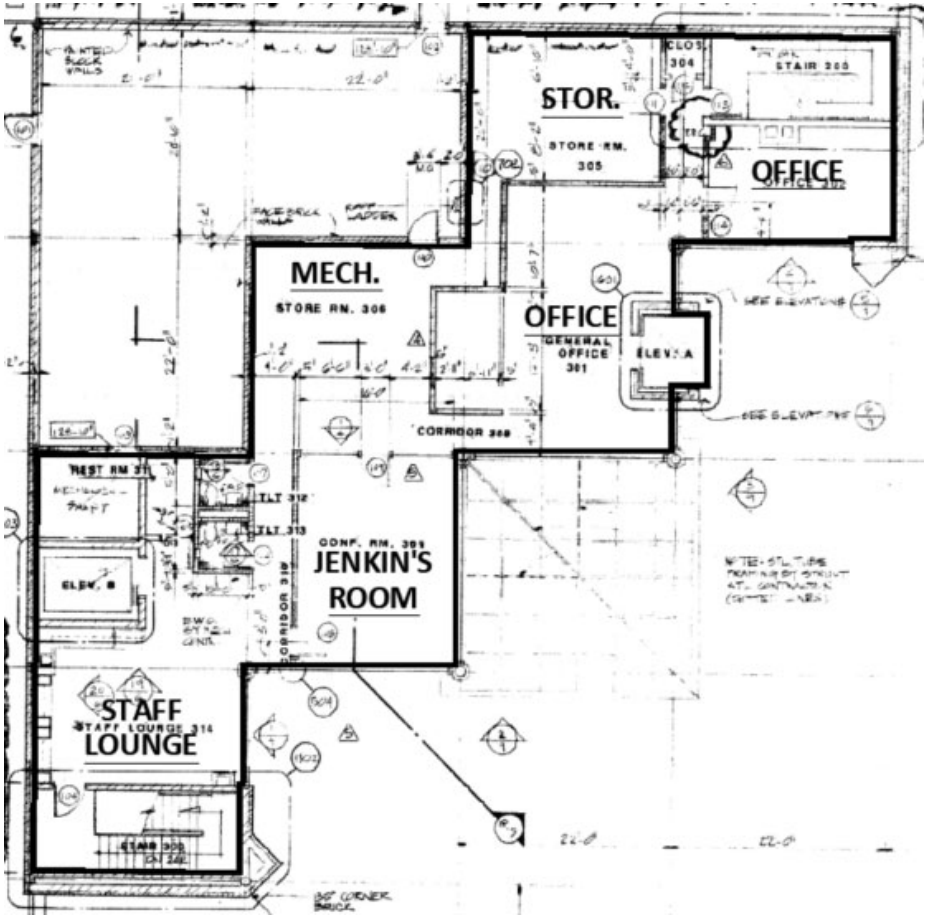
TOTAL AREA = 19,000 SF

Second Floor Plan



TOTAL AREA = 19,400 SF

Civic Center Library - Third Floor Plan



TOTAL AREA = 3,320 SF

Civic Center Library - Utilization Analysis

	Meeting Room A							Meeting Room B							Meeting Room C							Michigan Room						
	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.
9:00 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
9:30 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
10:00 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
10:30 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
11:00 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
11:30 AM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
12:00 PM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
12:30 PM	R	R	R	LP	LP	R		R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	
1:00 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
1:30 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
2:00 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
2:30 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
3:00 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
3:30 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
4:00 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
4:30 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
5:00 PM	R	R	R	LP	LP	R	R	R	R	LP	LP	LP	R		R	R	LP	R	LP	R		R	LP	R	R	LP	R	R
5:30 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
6:00 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
6:30 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
7:00 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
7:30 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
8:00 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
8:30 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
9:00 PM	R	R	R	LP				R	R	LP	LP				R	R	LP	R				R	LP	R	R			
9:30 PM																												

Notes:
1. Assembly (gaming floors) = 11 GSF
2. Assembly (without fixed seats, chairs only, not fixed) = 7 NSF
3. Assembly (without fixed seats, standing space) = 5 NSF
4. Assembly (without fixed seats, tables and chairs) = 15 NSF
5. Fixed seating (actual seats installed)
6. LP = Library Program
7. R = Rental
8. PU = Public Use
9. SM = Staff Meeting
10. PM = Public Meeting
11. ST = Storytimes
12. FW = FOL Workshop
13. PA = Proctoring by Appointment

Civic Center Library - Utilization Analysis

	Meeting Room A							Meeting Room B							Meeting Room C							Michigan Room						
	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.
Room Availability (Hours per day)	12	12	12	12	8	8	4	12	12	12	12	8	8	4	12	12	12	12	8	8	4	12	12	12	12	8	8	4
Room Utilization (Hours per day)	12	12	12	12	8	8	4	12	12	12	12	8	8	0	12	12	12	12	8	8	0	12	12	12	12	8	8	4
Percent Utilized	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	0%	100%	100%	100%	100%	100%	100%	0%	100%	100%	100%	100%	100%	100%	100%

Room Size (SF)	438	438	429	502
Occupant Load Factor (NSF/OCC)	15	15	15	15
Max Occupants	29	29	29	33
Average Class Size	24	24	24	24

Civic Center Library - Utilization Analysis

	Auditorium							Atrium							Jenkins Room							Storytime Room							Quiet Study Proctoring Room						
	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.
9:00 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
9:30 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
10:00 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
10:30 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
11:00 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
11:30 AM	LP	LP	LP	R	LP	LP						PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
12:00 PM	LP	LP	LP	R	LP	LP					LP	PU	PU		SM				SM			ST	ST	ST	ST		LP		PA	PA	PA	PA	PA	PA	
12:30 PM	LP	LP	LP	R	LP	LP					LP	PU	PU		SM												LP		PA	PA	PA	PA	PA	PA	
1:00 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU	LP	PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
1:30 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU	LP	PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
2:00 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU	LP	PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
2:30 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
3:00 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
3:30 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
4:00 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
4:30 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM										LP		PA	PA	PA	PA	PA	PA	PA
5:00 PM	LP	LP	LP	R	LP	LP	R	PU	PU	PU		PU	PU	PU	SM	SM/PM	SM/PM	PM									LP		PA	PA	PA	PA	PA	PA	PA
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6:00 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM											PA	PA	PA	PA	PA		
6:30 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM											PA	PA	PA	PA	PA		
7:00 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM											PA	PA	PA	PA	PA		
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8:00 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM											PA	PA	PA	PA	PA		
8:30 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM																	
9:00 PM	LP	LP	LP	R											SM	SM/PM	SM/PM	PM																	
9:30 PM																																			

Civic Center Library - Utilization Analysis

	Auditorium							Atrium							Jenkins Room							Storytime Room							Quiet Study Proctoring Room						
	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.
Room Availability (Hours per day)	12	12	12	12	8	8	4	12	12	12	12	8	8	4	12	12	12	12	8	8	4	12	12	12	12	8	8	4	12	12	12	12	8	8	4
Room Utilization (Hours per day)	12	12	12	12	8	8	4	4	4	4	2	8	8	4	12	8	8	4	3	0	0	3	3	3	3	0	8	0	11	11	11	11	11	8	4
Percent Utilized	100%	100%	100%	100%	100%	100%	100%	33%	33%	33%	17%	100%	100%	100%	100%	67%	67%	33%	38%	0%	0%	25%	25%	25%	25%	0%	100%	0%	92%	92%	92%	92%	138%	100%	100%

Room Size (SF)	4070	4730	360	860	293
Occupant Load Factor (NSF/OCC)	Actual	7	Actual	7	15
Max Occupants	290	676	12	123	20
Average Class Size	290	125	12	40	8

Civic Center Library - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Lower Level	Library Services (Toni LaPorte)	8300	0	NA	0	0	8300	0	NA	0	0	8300	0	NA	NA	0	0	NA
	Subtotal (Lower Level)	**8300**	**0**	**NA**	**0**	**0**	**8300**	**0**	**NA**	**0**	**0**	**8300**	**0**	**NA**	**NA**	**0**	**0**	
First Floor	Library Services (Toni LaPorte)	32300	17	1900	0	19	32300	17	1900	0	19	32300	17	1900	1700	0	19	AWS = N FA = N
	Subtotal (First Floor)	**32300**	**17**	**1900**	**0**	**19**	**32300**	**17**	**1900**	**0**	**19**	**32300**	**17**	**1900**	**1700**	**0**	**19**	
Second Floor	Library Services (Toni LaPorte)	19,400	9	2156	2	12	19,400	9	2156	2	12	19400	9	2156	1386	2	12	AWS = N FA = N
	Subtotal (Second Floor)	**19400**	**9**	**2156**	**2**	**12**	**19400**	**9**	**2156**	**2**	**12**	**19400**	**9**	**2156**	**1386**	**2**	**12**	
Third Floor	Library Administration (Toni LaPorte)	3,320	2	1660	1	2	3,320	2	200	1	2	3320	2	1660	1107	1	2	AWS = N FA = N
	Subtotal (Third Floor)	**3320**	**2**	**1660**	**1**	**2**	**3320**	**2**	**1660**	**1**	**2**	**3320**	**2**	**1660**	**1107**	**1**	**2**	
	Total (Civic Center Library)	**63320**	**28**	**2261**	**3**	**33**	**63320**	**28**	**2261**	**3**	**33**	**63320**	**28**	**2261**	**1759**	**3**	**33**	

Civic Center Library - Preliminary Findings and Observations

Preliminary Findings/Observations:

1. Atrium is heavily used, needs more power/data, needs acoustical improvements
2. Staff workrooms (circulation, children's, and adult) need to be reconfigured and updated for better utilization.
3. Current layout is poor and deters from work efficiency. Built in 1988, the needs of the workers have changed quite a lot.
4. The following program elements were requested (square footage for these spaces, approximately 2,000 SF) is not reflected in the matrix above):
    - Coffee Shop = 500 SF
    - Storage = 200 SF
    - Larger Kitchen = 100 SF
    - Maker Space = 600 SF
    - We-Work Space = 600 SF

Library – Case Study

Client: City of Novi

Location: Novi, MI

Area: 55,000 SF

Completion date: 2011

Construction cost: $14,500,000 ($263/SF)

AE: BEI/Diamon and Schmitt Architects



Library – Case Study

BEI Architects & Engineers, Inc. is currently partnered with Diamond and Schmitt Architects to provide architectural and engineering services for a new two-story 55,000 square foot library for the City of Novi. The new library will replace the existing library, which will be demolished to make room for a new parking lot.

The new library is strategically located on the Novi Civil Center Campus with good visibility from 10 Mile Road.

The new library includes a book drop-off, a fireplace and landscaping, including bio-swales as part of the storm water management plant. It also includes an outdoor patio with views of the adjacent city-owned Fuerst Farm Park and space for a collection of over 180,000 volumes.

Among the many amenities, the new library will include a 200-seat meeting room, 104 computer stations, additional space for patrons, staff and collections, a teen area, Friends of the Novi Public Library used book store and a cafe.

Library – Case Study



Library – Case Study



Library – Case Study



Library – Case Study



Library – Case Study

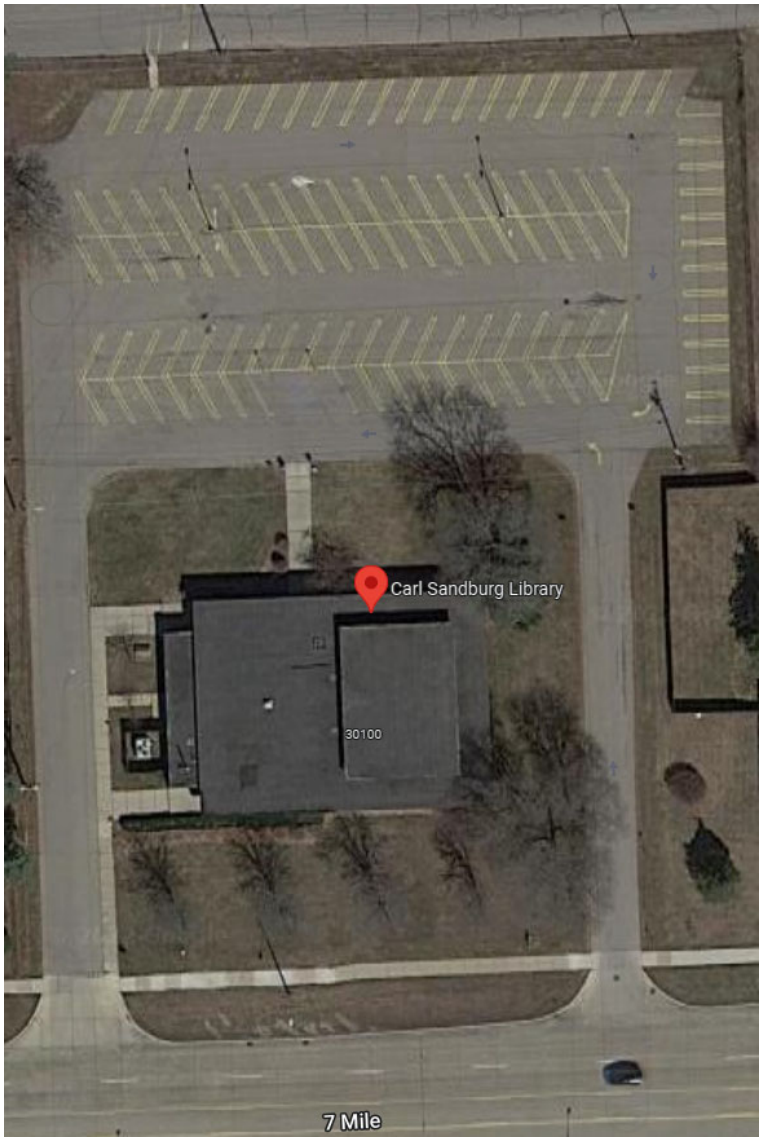


Carl Sandburg Library

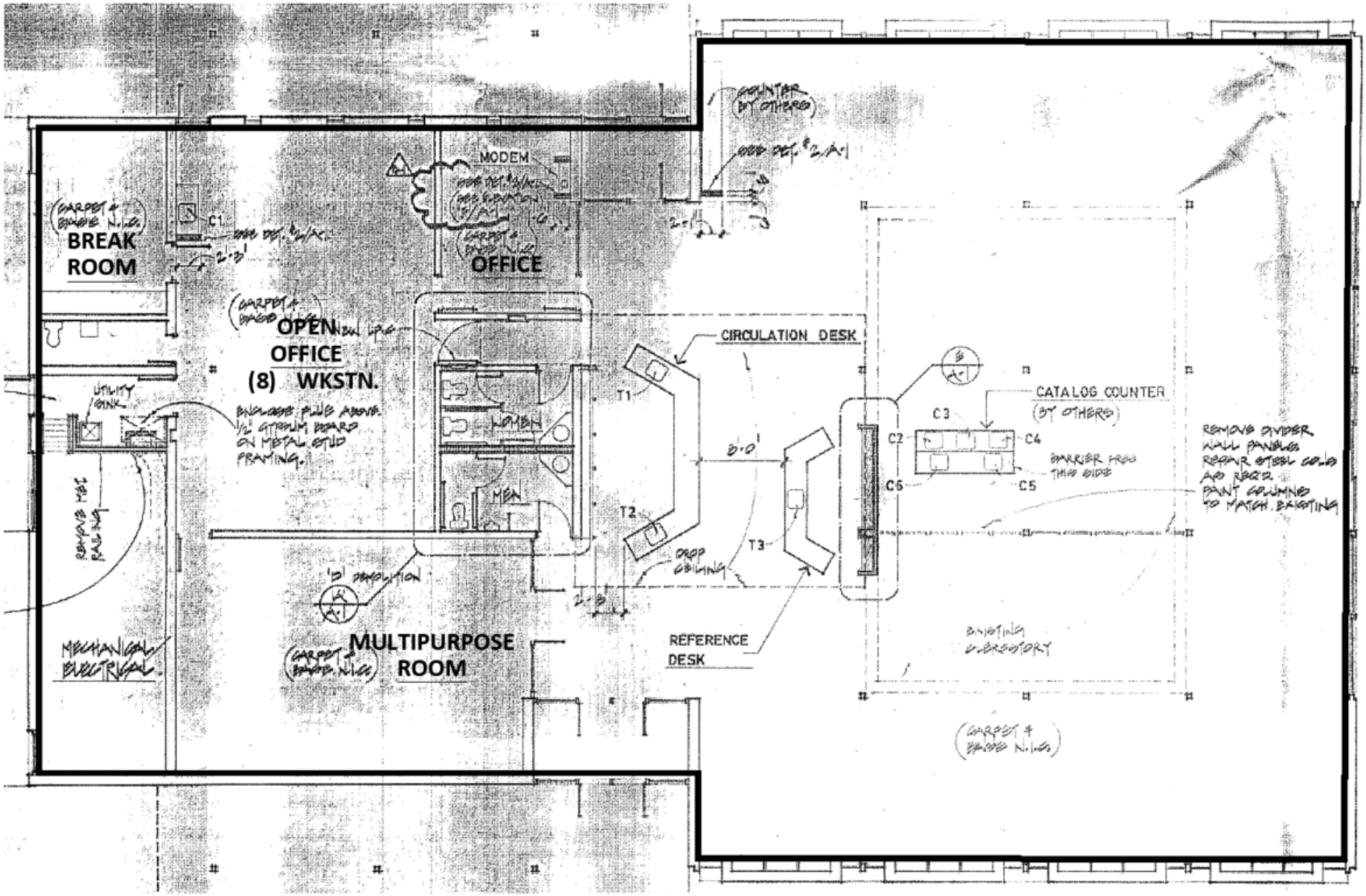


Year Built: 1961 (61 Years Old)

Carl Sandburg Library - Aerial Photo



Carl Sandburg Library - First Floor Plan



TOTAL AREA = 8,150 SF

Carl Sandburg Library - Preliminary Findings and Observations

Preliminary Findings/Observations:

Floor	Department (Respondent)	Data Set 1 Current					Data Set 2 Projected 5-years (Implementing Modern Workplace Standards)					Data Set 3 Projected 5-years (Implementing Modern Workplace Standards + Alternate Work Schedule/Free-Addressing)						Readiness + Willingness to Adopt AWS Model
		SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	Offices	Wkstn.	SF	FTE	SF/FTE	USF/Seat	Offices	Wkstn.	
Lower Level	Carl Sandburg Library Office Area (Jeff Lelek)	2100	9	233	1	8	1800	9	200	1	8	1800	9	200	200	1	8	AWS = N FA = N
	Carl Sandburg Library Public Area (Jeff Lelek)	6050	0	NA	0	0	6050	0	NA	0	0	6050	0	NA	NA	0	0	
	Subtotal (Lower Level)	**8150**	**9**	**906**	**1**	**8**	**7850**	**9**	**872**	**1**	**8**	**7850**	**9**	**872**	**872**	**1**	**8**	

1. Storage is lacking throughout

2. It's a small building, so we are always working to revise, consolidate and find new storage space. A renovation staff space could lead to improvements in these areas.

Client: City of Warren

Location: Warren, MI

Area: 6,640 SF

Completion date: February 2017

Construction cost:$2 ,150,000 ($323/SF)

AE: Partners in Architecture



New 21st Century Library Opens in South Warren

The replacement of the Dorothy M. Busch Branch Library began as part of a library millage passed by the community in 2010. The existing library constructed in 1963 could no longer serve the needs of the community and the building systems were failing. The project included the demolition of the existing 4,700 square foot library and adjacent house in preparation for the new building and expanded site amenities.

The new library was designed with flexibility in mind and integrated technology to accommodate a diverse range of programming and community use. The warm, welcoming and inspirational environment provides dedicated space for children, teens and adults. The library also boasts an abundance of technology accommodations including several computers, presentation equipment and Wi-Fi access. The site was greatly improved with new site circulation, increased parking, fresh landscaping and exterior reading areas. The project was completed in February 2017.


WARREN PUBLIC LIBRARY
DOROTHY M BUSCH BRANCH


WARREN PUBLIC LIBRARY
DOROTHY M BUSCH BRANCH


WARREN PUBLIC LIBRARY
DOROTHY M. BUSCH BRANCH
Library Hours
Mon & Wed 12-8
Tues, Thurs, Friday &
Saturday 9-5




WARREN PUBLIC LIBRARY
DOROTHY M BUSCH BRANCH





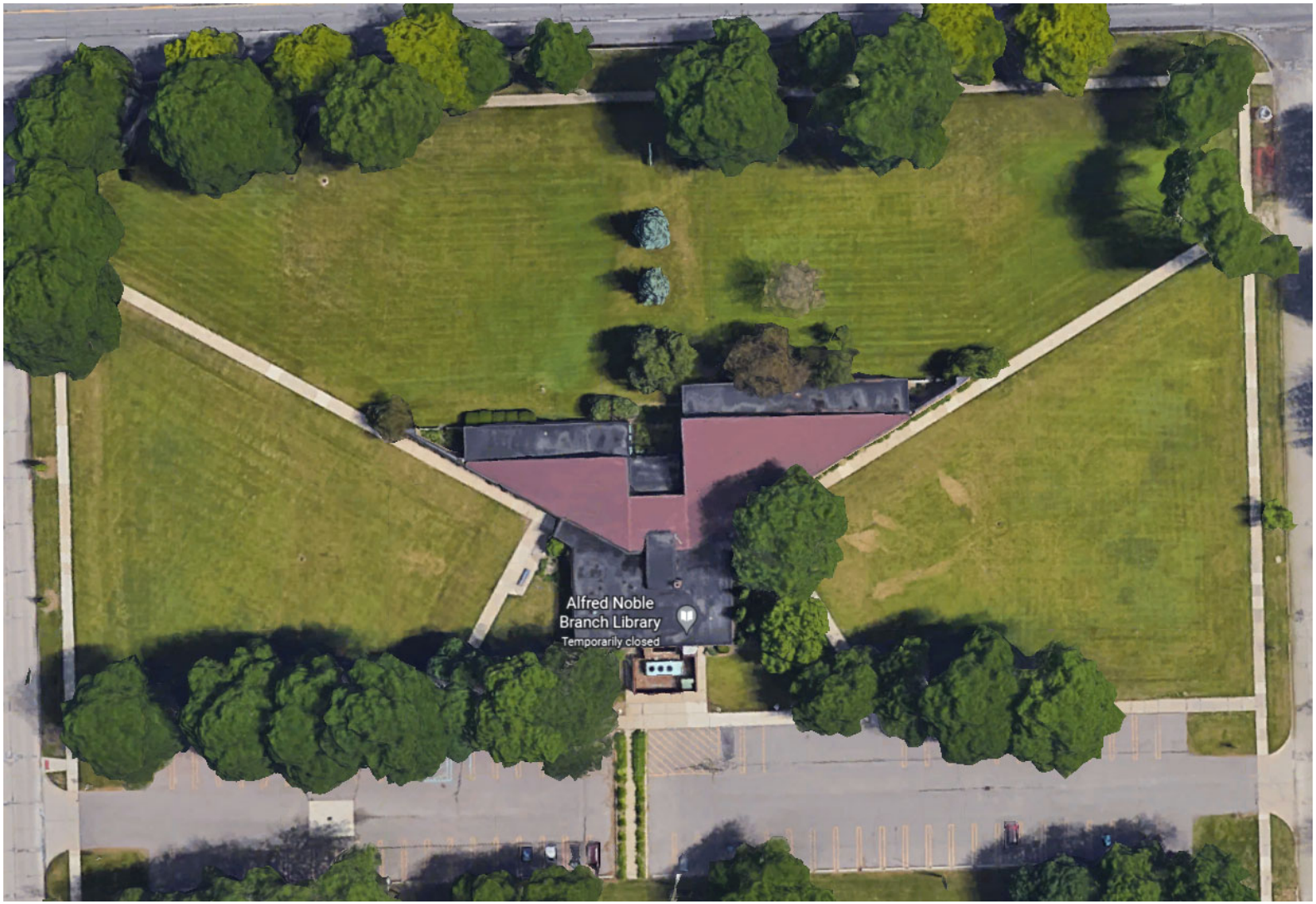

WARREN PUBLIC LIBRARY
DOROTHY M BUSH BRANCH

Alfred Noble Library

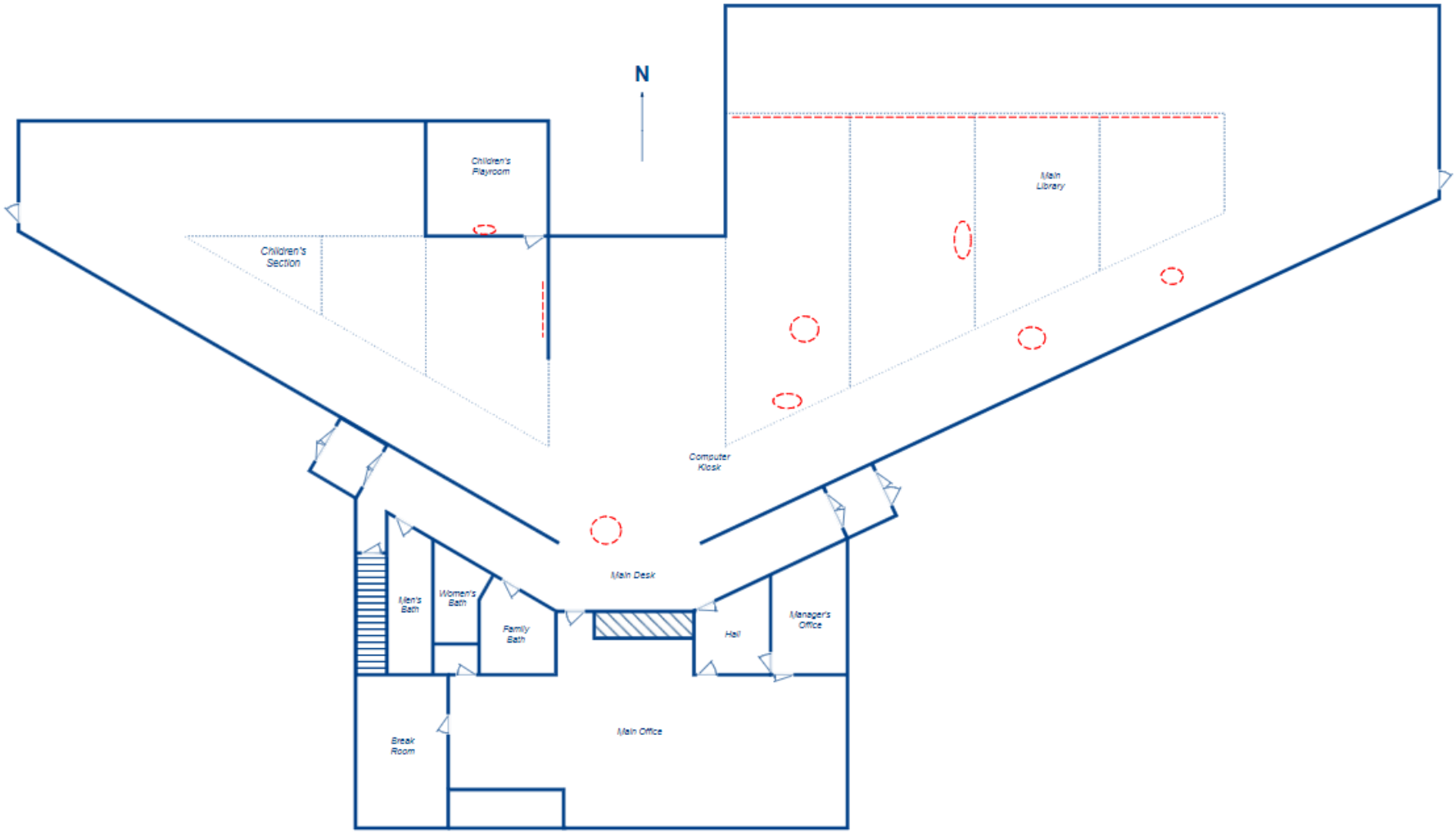


Year Built: 1967 (55 Years Old)

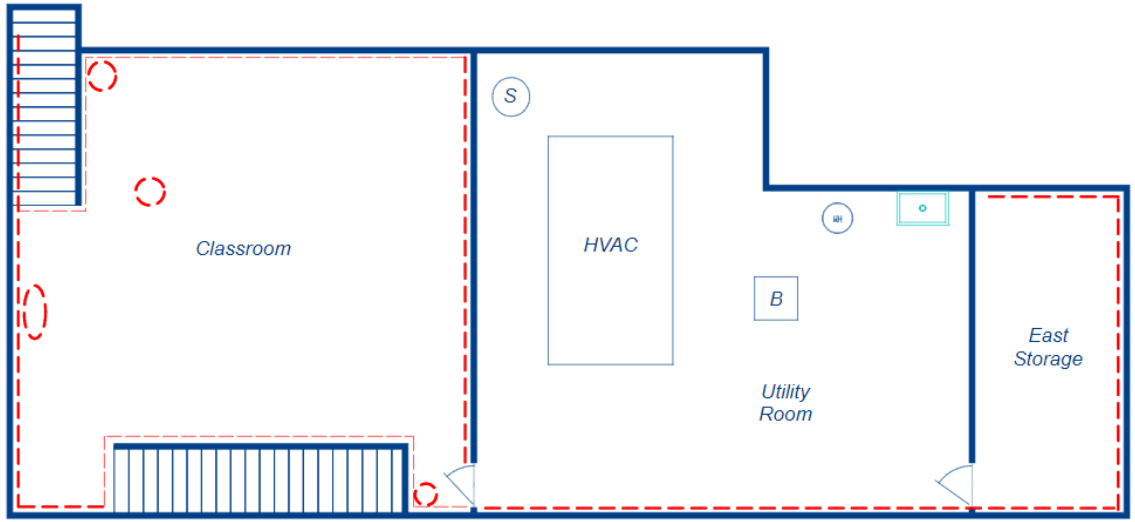
Alfred Noble Library - Aerial Photo



Alfred Noble Library – First Floor Plan



Alfred Noble Library – Basement Floor Plan



Alfred Noble Library - Preliminary Findings and Observations

Preliminary Findings/Observations:

1. Per the Opinion of Costs report published by OHM on March 8, 2021, the cost for building and site demo is $246,000; the cost for building renovations and site improvements is $1,620,000; and the cost for a new building is $6,430,000. See Appendix A for more details.
2. Per the Building Assessment prepared by Jerome Hanna, director of Inspection, on March 8, 2021, that was prompted by previous inspections and concerns about the interior of the structure in late 2019 due to concerns of water infiltration at the time; a limited moisture and microbial assessment was conducted at that time by Mold Quest International. Elevated levels of Penicillium/Aspergillus were noted but no Stachybotrys (black mold) was detected at the time. See Appendix A for more details.
3. Per the Affidavit published by Linda Gosselin, Michigan Master Assessing Officer, on August 23rd, 2021, the property at 32901 Plymouth Road, was found to fit the definition of functional obsolescence. See Appendix B for more details.

Appendix A – OHM Opinion of Costs and Building Assessment by Jerome Hanna

July 8, 2021

Mr. Michael Slater
Finance Director
City of Livonia

RE: Alfred Noble Library Opinion of Costs

Dear Mr. Slater:

In May 2021, OHM Advisors visited the Alfred Noble Library building and completed a walkthrough with City staff. The City of Livonia previously closed the Library in December 2019, due to moisture problems. The purpose of the visit was to review the current condition of the facility and provide the City with our professional opinion of costs for various options the City is currently considering. Additionally, the building assessment report completed by City Inspector Jerome Hanna as well as the limited moisture and microbial assessment report by MQI was provided to us. This information along with original building drawings were utilized to develop three conceptual opinion of costs requested by the City for their use.

Background and Summary

In October, 2019 a limited moisture and microbial assessment was completed by Mold Quest International. With several areas of water infiltration in the building, this assessment provided recommendations based on their limited testing as noted in the report. This report provided several remediation recommendations to be completed at the library. In December of 2019 the library was closed due to these findings and recommendations. Building systems were limited to provide a conditioned space. In March of 2021, a visual inspection of the building was completed by City Inspector Jerome Hanna which identified additional areas of work that should be addressed pertaining to water infiltration, water damage, and microbial growth.

In May 2021, city staff and OHM walked the building to review the current condition of the building and had additional discussions regarding the building condition. These items, as well as the information from previous report findings, were utilized in preparing a high-level conceptual cost analysis for repair work identified in the scope of work assumed below for the building. Additionally, OHM developed a cost opinion to demolish the building and prepare a clean site as well as a cost opinion for a new building of comparable size, use and materials. Below is a summary of these three approaches and associated costs:

Option	Description	Cost
1	Building/Site Demolition	$ 246,000
2	Building Renovation and Site Improvements	$ 1,620,000
3	New Building	$ 6,430,000

A further breakdown of the above costs, including general construction, contingency, design fees, and contractor fees are outlined below in the Opinion of Cost section.

The following lists and photos are references, and provide explanation of the scope of work assumed to be included as part of a possible renovation project:

OHM Advisors®
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com

Exterior

1. Removal and replacement of asphalt shingles – include removal of deteriorated wood decking and replace flashing.
2. Removal and replacement of membrane roofing – provide additional taper and improved drainage, additional provide required minimum flashing heights at perimeter conditions.
3. General tuckpointing of masonry
4. At basement footprint, remove soils at exterior down to foundation and provide new waterproofing.
5. Window seal replacement
6. Re-grading perimeter to provide positive drainage away from building
7. Relocate roof downspout discharges away from building.



Roof ponding, little/no positive slope to scuppers



Roof ponding, little/no positive slop to scuppers. Less then minimal flashing height at transition to roof, failed flashing sealant.



Miscellaneous brick repairs (tuckpointing), miscellaneous general window sealant failures as well as interior wood moisture issues noted in report



Reinstall proper termination of downspouts, regrade low spots that have settled due to water.

Interior

1. Remove and replace drop ceiling tiles
2. Remove and replace wall and door trim
3. Remove and replace drywall – at both walls and ceilings where water damaged.
4. Remove and replace carpeted flooring areas
5. Clean and repaint CMU Block walls
6. Remove and replace any cavity insulation.
7. Replace furnishings
8. Cleaning of entire space to remain – damp wipe and/or HEPA vacuum.
9. Clean HVAC systems and replace filters.
10. Electrical devices, fixtures, or wiring that has been in contact with water should be replaced.



General interior conditions:



Lay-in ceiling, various areas of water damage



Basement, interior wall paint flaking and water infiltration from exterior.



Additional items noted/discussed follow and are considered part of renovation opinion of cost:

1. Replace furnace, it is original to the structure and past its life span.
2. Current restrooms do not provide ADA Accessible fixtures.



Opinion of Cost

Of recent, the current market has been volatile and ever changing as it relates to construction costs. With cost of materials availability and long lead times, labor, and unknown factors, the following opinion of costs have taken into consideration higher than normal contingency value as well as included an escalation markup for both materials and an estimated construction time from starting end of 2021 at the earliest. If additional years are considered, there should be escalation costs added to these numbers between 3-4 annually%.

Demolition of existing building and site clearing

The opinion of cost for demolition of existing building includes demolition of entire building, removal of foundations and infill at basement area, sidewalks and site garden areas to be removed, general infill grading and seeding of area. Parking lot to remain.

No	Description	Cost
1	Building demolition	$ 135,000
2	Basement demo and infill	$ 28,000
3	Site	$ 27,000
4	Subtotal	$ 190,000
5	Contingency (10%)	$ 19,000
6	Escalation (4%)	$ 8,000
7	Testing (5%)	$ 10,000
8	General Conditions/OH&P (10%)	$ 19,000
10	Total	$ 246,000

Renovation of existing building and site improvements

The opinion of costs includes items noted above. Additionally, we have included a 30% contingency with type of renovation work being performed and possible mitigation required as additional areas/materials are exposed. We have also included a 7% contingency that is reflective of the current market conditions for material costs, this could be an anomaly that levels off or maintains itself as a new norm. A testing allowance of 6% is included due to further

assessment of material abatement and existing conditions of materials that should be re-tested as work is completed to confirm all work has been done correctly.

No	Description	Cost
1	Building Renovations	$ 700,000
2	Site work	$ 35,000
3	Furniture	$ 250,000
4	Subtotal	$ 985,000
5	Contingency (30%)	$ 296,000
6	Escalation/Material Contingency (7%)	$ 69,000
7	Testing (6%)	$ 59,000
8	General Conditions/OH&P (10%)	$ 100,000
9	Professional Fees (12%)	$ 111,000
10	Total	$ 1,620,000

New building of similar size and function
The new building cost includes cost for a new 13,500 SF building on a green site.

No	Description	Cost
1	Building	$ 3,700,000
2	Site work	$ 550,000
3	Furniture	$ 250,000
4	Subtotal	$ 4,500,000
5	Contingency (15%)	$ 675,000
6	Escalation/Material Contingency (7%)	$ 315,000
7	Testing (2%)	$ 90,000
8	General Conditions/OH&P (10%)	$ 450,000
9	Professional Fees (9%)	$ 400,000
10	Total	$ 6,430,000

If you have any questions or want to discuss any items in more detail, please do not hesitate to call to review further.

Sincerely,
OHM Advisors

Christopher Ozog, Project Architect

Encl: MQI Report dated October 14, 2019
Building Assessment report dated March 8, 2021

cc: Rhett Gronevelt, OHM Advisors
Jerome Hanna, City of Livonia

MOLD QUEST INTERNATIONAL

9575 Commerce Road
Commerce Township, MI 48382
(866) 665-3783

Client:	Livonia Public Libraries 32777 Five Mile Road Livonia, MI 48154	Project Site:	32901 Plymouth Road Livonia, MI 48150
		Project #:	RMK-19440

MoldQuest International, LLC (MoldQuest) conducted a limited moisture and microbial assessment at 32901 Plymouth Road in Livonia, MI. The assessment followed methods and procedures consistent with good commercial or customary practice. This report is exclusively for the use and benefit of our Client and is not intended for the use or benefit of any other person or entity.

Property Description/History

The subject unit consisted of a one-story library with a partial basement and partial slab-on-grade foundation. Per the Client, roof leaks and basement seepage issues are known to be affecting the structure. Water damage and microbial growth are reported to be visible on building materials in the affected areas. A microbial assessment has been requested.

Purpose/Scope of Investigation

This investigation was performed to evaluate the subject property for the presence of water damage and/or microbial growth. At the request of the Client, the scope of this investigation was limited to non-invasive visual observations and moisture meter testing, plus limited non-viable fungal air sampling to determine if spore aerosolization/cross-contamination issues are indicated. One outdoor air sample was collected to serve as a basis of interpretation for the indoor sample results.

Visual Inspection

- Basement – Classroom
  - Moderate mVOC odor was present.
  - Exterior foundation walls (W/S) exhibit peeling/efflorescence and light microbial growth.
  - Ceiling tiles exhibit intermittent water staining/damage.
  - Ceiling tiles exhibit light/spotty microbial growth.
    - Growth pattern is indicative of an elevated Rh condition over time.
  - Contents (tables/chairs, etc.) exhibit light/spotty microbial growth.
    - Growth pattern is indicative of an elevated Rh condition over time.
  - Lower east wall exhibits light/spotty growth.
- Basement – Utility Room
  - Moderate mVOC odor was present.
  - South foundation wall exhibits efflorescence and light microbial growth due to seepage & elevated Rh.
- Basement – East Storage
  - Moderate mVOC odor was present.
  - N/E/S foundation walls exhibit efflorescence and light microbial growth due to seepage & elevated Rh.
- 1st Floor – East Wing (Adult Section)
  - Ceiling tiles exhibit water damage intermittently due to roof leaks.
  - Efflorescence is present below windows at the NE & NW corners of this wing.
  - Water damage and light microbial growth is present on the north wall drywall in the vaulted ceiling area below the windows (intermittent).
- 1st Floor – West Wing (Children's Section)
  - East wallboard (upper) exhibits water damage just south of kid's playroom.
  - Children's Playroom (at NE corner) ceiling tile at south wall exhibits water staining/damage.
- 1st Floor – Main Desk/Computer Kiosk
  - Ceiling tiles exhibit water staining/damage due to roof leaks.

Moisture Meter Test Results

Materials exceeding 15% saturation (or 300 relative for concrete/cinderblock) were found in the following areas:

- Basement – Classroom
  - Exterior foundation walls throughout basement
  - Floor/slab (all).
- Basement – Utility Room
  - Exterior foundation walls throughout basement
  - Floor/slab (all).
- Basement – East Storage
  - Exterior foundation walls throughout basement
  - Floor/slab (all).
- 1st Floor – All
  - Cinderblock below the windows at the west wing NW corner and east wing NE/NW corners.
  - All other accessible materials measured <13% WME (<300 relative for concrete/block).

Sample Results

Non-Viable Air Samples:

Fungal Group/Genus	E137832-1 Basement West	E137832-2 Basement (E) Utility	E137832-3 1st Floor Main Office	E137832-4 1st Floor Mgr. Office	E137832-12 Outdoor Air
Alternaria	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Ascospores	0 /m³	0 /m³	0 /m³	**53 /m³**	**12,300 /m³**
Basidiospores	**480 /m³**	**480 /m³**	**693 /m³**	**320 /m³**	**22,100 /m³**
Chaetomium	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Cladosporium	**2,030 /m³**	**1,280 /m³**	**267 /m³**	**53 /m³**	**320 /m³**
Curvularia	0 /m³	0 /m³	0 /m³	0 /m³	**53 /m³**
Ganoderma	**107 /m³**	0 /m³	0 /m³	0 /m³	**160 /m³**
Penicillium/Aspergillus group	**1,280 /m³**	**3,890 /m³**	**160 /m³**	**107 /m³**	0 /m³
Rusts	0 /m³	0 /m³	0 /m³	**53 /m³**	**107 /m³**
Smuts/Periconia/Myxomycetes	0 /m³	0 /m³	0 /m³	**53 /m³**	0 /m³
Stachybotrys	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Trichothecium	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Pollen	0 /m³	0 /m³	**53 /m³**	0 /m³	0 /m³
Debris Rating	**L**	**L**	**M**	**L**	**L**
Fragments	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**
Total Count	**3,900 /m³**	**5,650 /m³**	**1,120 /m³**	**639 /m³**	**35,000 /m³**

Fungal Group/Genus	E137832-5 1st Floor Break Room	E137832-6 1st Floor (W) Children's	E137832-7 1st Floor (C) Desk/Computers	E137832-8 1st Floor (E) Adult Books	E137832-12 Outdoor Air
Alternaria	0 /m³	**53 /m³**	0 /m³	0 /m³	0 /m³
Ascospores	0 /m³	**53 /m³**	0 /m³	**53 /m³**	**12,300 /m³**
Basidiospores	**267 /m³**	**533 /m³**	**320 /m³**	**427 /m³**	**22,100 /m³**
Chaetomium	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Cladosporium	**53 /m³**	**53 /m³**	**107 /m³**	**213 /m³**	**320 /m³**
Curvularia	0 /m³	0 /m³	0 /m³	0 /m³	**53 /m³**
Ganoderma	0 /m³	0 /m³	0 /m³	0 /m³	**160 /m³**
Penicillium/Aspergillus group	**533 /m³**	0 /m³	**1,550 /m³**	**160 /m³**	0 /m³
Rusts	**53 /m³**	0 /m³	0 /m³	0 /m³	**107 /m³**
Smuts/Periconia/Myxomycetes	**53 /m³**	**53 /m³**	**107 /m³**	0 /m³	0 /m³
Stachybotrys	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Trichothecium	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Pollen	0 /m³	0 /m³	0 /m³	0 /m³	0 /m³
Debris Rating	**L**	**L**	**L**	**L**	**L**
Fragments	**VL**	**VL**	**N/A**	**N/A**	**N/A**
Total Count	**959 /m³**	**745 /m³**	**2,080 /m³**	**853 /m³**	**35,000 /m³**

Fungal Group/Genus	E137832-9 1st Floor Main Entrance (W)	E137832-10 1st Floor Men's Bath	E137832-11 1st Floor Family Bath	E137832-12 Outdoor Air
Alternaria	0 /m³	**53 /m³**	0 /m³	0 /m³
Arthrinium	0 /m³	0 /m³	0 /m³	0 /m³
Ascospores	**53 /m³**	0 /m³	0 /m³	**12,300 /m³**
Basidiospores	**480 /m³**	**533 /m³**	**693 /m³**	**22,100 /m³**
Bipolaris/Drechslera group	0 /m³	0 /m³	0 /m³	0 /m³
Cercospora group	0 /m³	0 /m³	0 /m³	0 /m³
Chaetomium	0 /m³	0 /m³	0 /m³	0 /m³
Cladosporium	**1,650 /m³**	**533 /m³**	**267 /m³**	**320 /m³**
Curvularia	0 /m³	0 /m³	0 /m³	**53 /m³**
Epicoccum nigrum	0 /m³	**53 /m³**	0 /m³	0 /m³
Erysiphe/Oidium	0 /m³	0 /m³	0 /m³	0 /m³
Fusarium	0 /m³	0 /m³	0 /m³	0 /m³
Ganoderma	0 /m³	**53 /m³**	0 /m³	**160 /m³**
Helicomyces group	0 /m³	0 /m³	0 /m³	0 /m³
Mitospores	0 /m³	**107 /m³**	0 /m³	0 /m³
Penicillium/Aspergillus group	**4,160 /m³**	**53 /m³**	**747 /m³**	0 /m³
Pestalotiopsis	0 /m³	0 /m³	0 /m³	0 /m³
Polythrincium	0 /m³	0 /m³	0 /m³	0 /m³
Rusts	0 /m³	**53 /m³**	0 /m³	**107 /m³**
Smuts/Periconia/Myxomycetes	**53 /m³**	**53 /m³**	0 /m³	0 /m³
Stachybotrys	0 /m³	0 /m³	0 /m³	0 /m³
Stemphylium	0 /m³	0 /m³	0 /m³	0 /m³
Torula	0 /m³	0 /m³	0 /m³	0 /m³
Trichothecium	0 /m³	0 /m³	0 /m³	0 /m³
Pollen	**53 /m³**	0 /m³	0 /m³	0 /m³
Debris Rating	**M**	**M**	**M**	**L**
Fragments	**VL**	**VL**	**N/A**	**N/A**
Total Count	**6,400 /m³**	**1,490 /m³**	**1,710 /m³**	**35,000 /m³**

IAQ Conclusions

Air samples indicate elevations of the ***Penicillium/Aspergillus*** group relative to the current/measured outdoor count and historic outdoor range data throughout the basement, and in the 1st floor's west entry hall, family bathroom, main desk/computer kiosk area (main library center) and break room.

All other detected fungal groups/genera at all indoor test sites were present at levels which were either (A) similar to or less than the current outdoor count for that group/genus, and/or (B) were within the historic outdoor range for the group/genus, and/or (C) were present at trace* levels only. No "target" organisms (e.g. ***Stachybotrys*** sp. – a.k.a. "black" mold) were detected at any indoor sample site

These sample results indicate that spore aerosolization HAS occurred, resulting in cross-contamination of exposed surfaces/contents in the affected areas.

Containment and Personal Protection

All remediation should be performed under strict containment conditions. IICRC defined Condition 3 work zones should be separated from the remainder of the structure using polyethylene sheeting material (Poly) with a zippered entry/exit point. HVAC vents should be sealed. A negative pressure differential ≥5 Pascals (Pa) should be applied to the containment area(s) via air exhausted directly to the outdoors through a high-volume HEPA filtration unit.

All workers shall don appropriate personal protective equipment, including Tyvek coveralls, respiratory protection (P100), eye protection, and gloves. ***The work zone should remain under containment/vacuum conditions until acceptable PRE/T results are obtained.***

Remediation Recommendations

Basement – Classroom (West):

1. Remove contents (items affected – restoration needed).
2. Remove all drop ceiling tiles.
3. Remove all wall and door side molding/trim.
4. Remove all wallboard.
5. Remove all finish flooring materials (expose slab).
6. Remove any/all exposed wall/joist cavity insulation.
   - Inspect cavity(s). Extend removal until 2' past any visible cavity damage/growth (if present).
7. Wood materials exhibiting water staining/damage or microbial growth should be treated as follows.
   - Remove any material which exhibits evidence of degradation.
   - Discolored wood surfaces should be abrasively cleaned (sanded, dry-ice (cryo) blasted or similar).
8. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
9. Verify/dry all remaining materials to <15% WME.
10. HEPA vacuum and/or damp wipe ***all*** exposed surfaces to remove/reduce dust and loose spore counts.

Basement – Utility Room:

1. Remove contents (items affected – restoration needed).
2. Wood materials exhibiting water staining/damage or microbial growth should be treated as follows.
   - Remove any material which exhibits evidence of degradation.
   - Discolored wood surfaces should be abrasively cleaned (sanded, dry-ice (cryo) blasted or similar).
3. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
4. Verify/dry all remaining materials to <15% WME.
5. HEPA vacuum and/or damp wipe ***all*** exposed surfaces to remove/reduce dust and loose spore counts.

Basement – East Storage Room:

1. Wood materials exhibiting water staining/damage or microbial growth should be treated as follows.
   - Remove any material which exhibits evidence of degradation.
   - Discolored wood surfaces should be abrasively cleaned (sanded, dry-ice (cryo) blasted or similar).
2. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
3. Verify/dry all remaining materials to <15% WME.
4. HEPA vacuum and/or damp wipe ***all*** exposed surfaces to remove/reduce dust and loose spore counts.

1st Floor – West Wing (Children's Area):

1. Remove books (to storage – no cleaning needed).
2. Remove all drop ceiling tiles exhibiting water damage/microbial growth.
3. Remove upper east wallboard (south of children's playroom) to 2' past visible staining/damage.
4. Remove any/all exposed wall/joist cavity insulation.
   - Inspect cavity(s). Extend removal until 2' past any visible cavity damage/growth (if present).
5. Wood materials exhibiting water staining/damage or microbial growth should be treated as follows.
   - Remove any material which exhibits evidence of degradation.
   - Discolored wood surfaces should be abrasively cleaned (sanded, dry-ice (cryo) blasted or similar).
6. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
7. Verify/dry all remaining materials to <15% WME.
8. HEPA vacuum and/or damp wipe ***all*** exposed surfaces to remove/reduce dust and loose spore counts.

1st Floor – East Wing (Adult Section):

1. Remove books (to storage – no cleaning needed).
2. Remove all drop ceiling tiles exhibiting water damage/microbial growth.
3. Remove ceiling drywall exhibiting water damage/staining.
4. Remove all wallboard/trim surrounding & below the north side windows in the vaulted ceiling cavity, extending removal down to the lower ceiling as needed until 2' past any visible cavity damage/stainig/growth).
5. Remove any/all exposed wall/joist cavity insulation.
   - Inspect cavity(s). Extend removal until 2' past any visible cavity damage/growth (if present).
6. Wood materials exhibiting water staining/damage or microbial growth should be treated as follows.
   - Remove any material which exhibits evidence of degradation.
   - Discolored wood surfaces should be abrasively cleaned (sanded, dry-ice (cryo) blasted or similar).
7. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
8. Verify/dry all remaining materials to <15% WME.
9. HEPA vacuum and/or damp wipe ***all*** exposed surfaces to remove/reduce dust and loose spore counts.

1st Floor – Center (Main Desk/Computer Kiosk):

1. Remove contents (items affected – restoration needed).
2. Remove all drop ceiling tiles exhibiting water damage/microbial growth.
3. HEPA vacuum and/or damp wipe *all* exposed surfaces to remove/reduce dust and loose spore counts.

1st Floor – Break Room/Family Bathroom/West Entry Hall:

1. HEPA vacuum and/or damp wipe *all* exposed surfaces to remove/reduce dust and loose spore counts.

Notes & Other Areas:

1. HVAC system(s) should be cleaned and filter(s) replaced.
2. All exposed contents in affected areas should be treated or discarded per IICRC S520 guidelines.
3. Any/all active water sources must be identified and corrected or damage/growth may recur.
   - Roof/window repairs or replacement should be conducted ASAP.
   - A foundation specialist should be consulted to determine how best to stop or divert basement seepage.
     1. Installation of a "B-Dry" style system or water proofing from the exterior may be needed.
4. Indoor relative humidity (Rh) should be maintained at <50% year-round.
   - Use of a self-draining dehumidifier is REQUIRED in the basement spring through fall.

Post Remediation Evaluation (PRE)

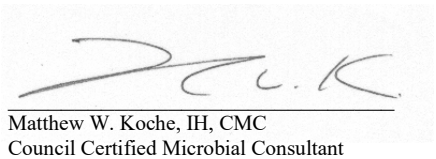
At the completion of the above procedures, all fans (air-movers), dehumidifiers and recirculating HEPA scrubbers should be disabled (intakes should be plugged/wrapped prior to shutting down the units). If IICRC Condition 1 adjacent zones exist, negative air machines (NAM) should remain operating on the "low" setting until acceptable clearance sampling results are obtained. NAM units should exhaust directly to the outdoor air if possible. All cleaned surfaces should remain exposed for evaluation. Opaque coatings should not be applied prior to evaluation as they will hinder the ability of the investigator to perform a thorough clearance investigation.

Clearance confirmation should be performed by a qualified investigator experienced in mold contamination and familiar with recent property history. Prior to collecting any clearance samples, the investigator shall perform a thorough visual inspection and moisture evaluation of the remaining materials within the remediated area. Should any portion of the remediated area be deemed suspect by the investigator based on this evaluation, those areas should be brought to the attention of the remediation contractor, and additional remediation efforts shall be implemented prior to collecting clearance samples. Clearance sampling should be performed to evaluate the effectiveness of the remediation effort. Clearance samples should include, at a minimum, non-viable fungal IAQ testing of the affected (IICRC Condition 2&3) zones. Surface testing (alone) is not sufficient to determine the condition status of the affected space(s).

Limitations

All the professional opinions presented in this report are based solely on the scope of work conducted. The data presented by MoldQuest International, LLC in this report was collected and analyzed using generally accepted industry methods and practices at the time the report was generated. This report is based on limited information obtained at the time of our investigation. No assumptions should be made regarding areas outside of our scope of investigation based on the information contained in this report. No inferences regarding other conditions, locations, or materials, at a later or earlier time may be made based on the contents of this report. No warranty is made.

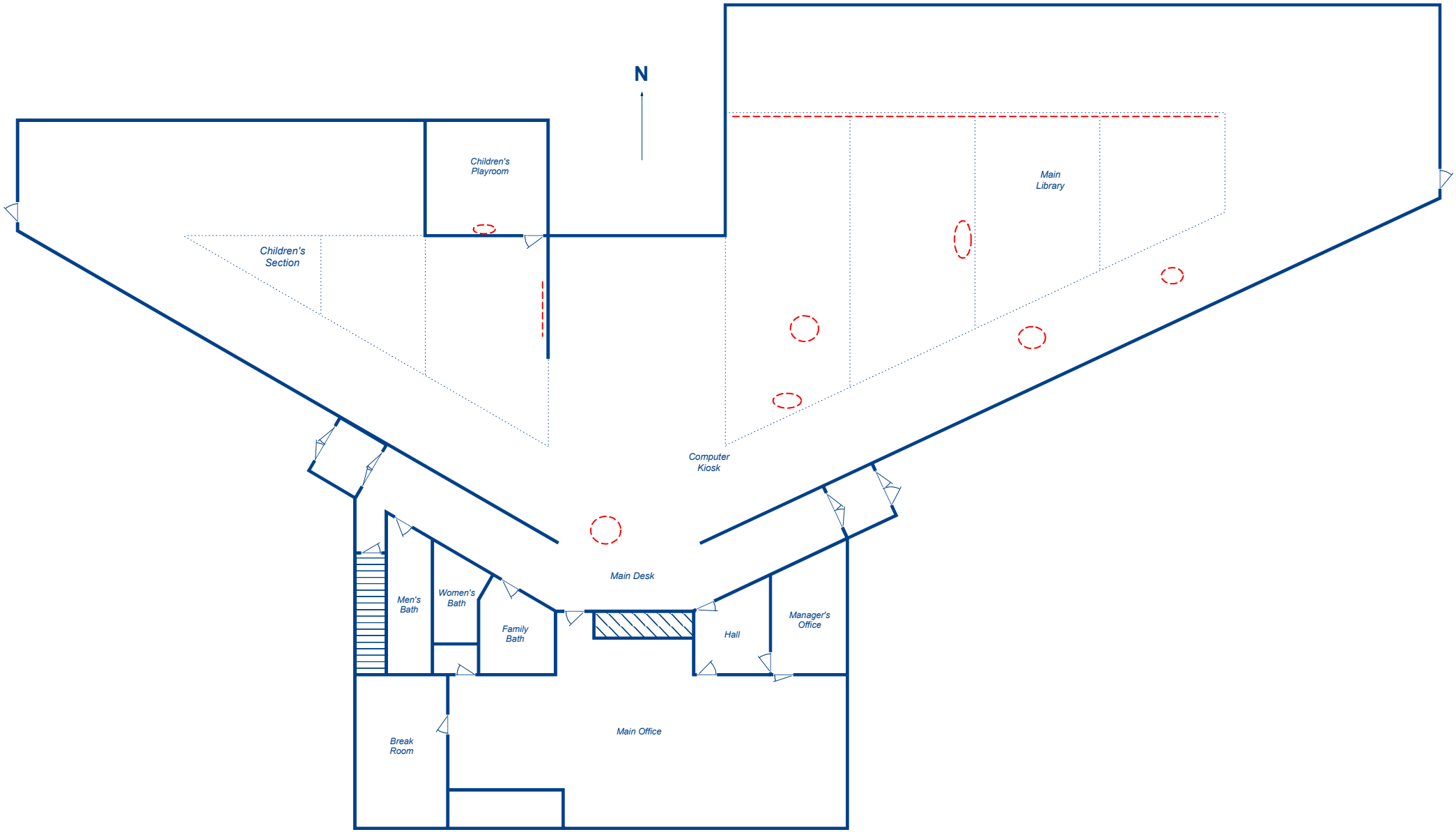
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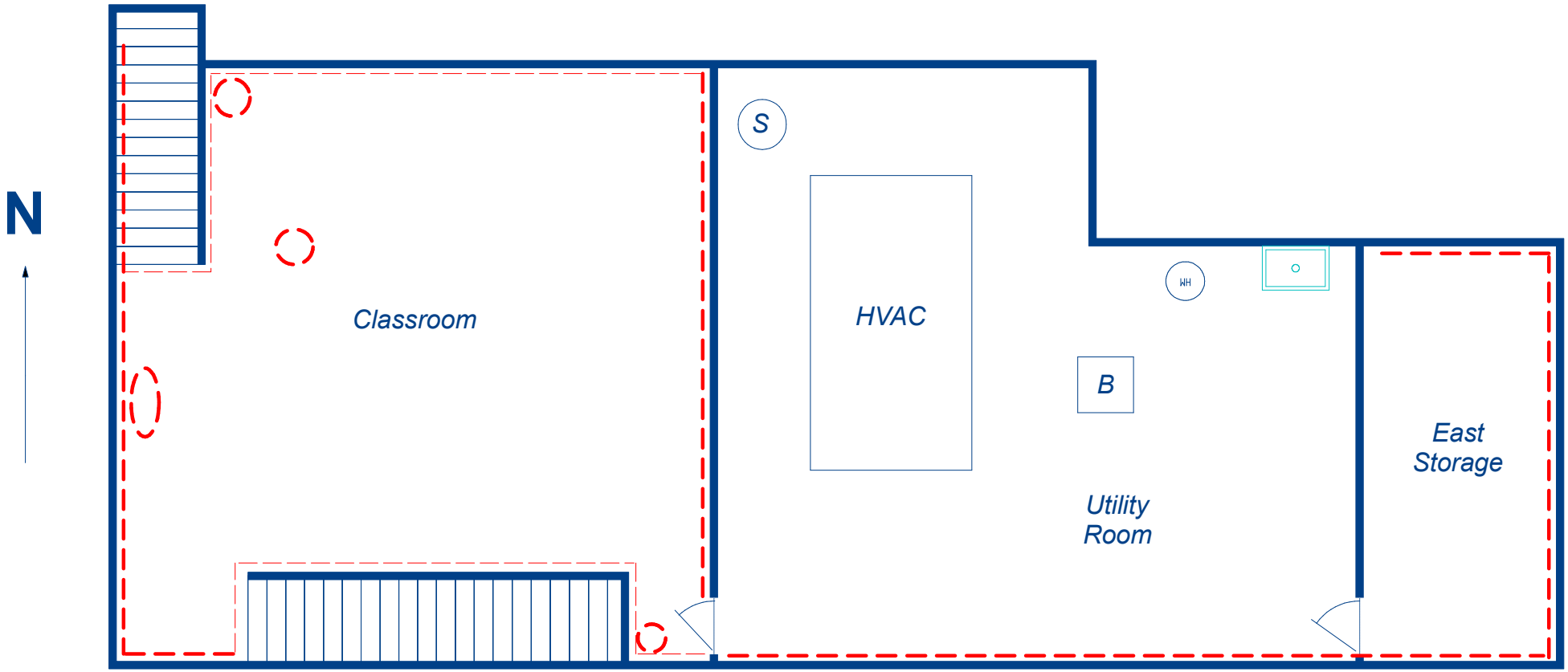
October 14, 2019
Date

*Trace is defined as 1 spore raw count or <50 spores/m^3 extrapolated.
[1]Trace amounts "pass" for "target" organisms at one spore raw count only, if detected at one indoor location only.



* This diagram is for reference purposes only, and may not be exact in dimension or scale. The colored boxes encompass the general area of visible fungal growth and/or water damage, saturation/staining. Solid/Filled boxes indicate inaccessible areas (due to quantity/placement of contents). This diagram is not intended to portray exact remediation boundries.

Figure 1: Floor Plan
With Notes



* This diagram is for reference purposes only, and may not be exact in dimension or scale. The colored boxes encompass the general area of visible fungal growth and/or water damage, saturation/staining. Solid/Filled boxes indicate inaccessible areas (due to quantity/placement of contents). This diagram is not intended to portray exact remediation boundries.

Figure 2: Floor Plan (Basement) With Notes

IMS Laboratory

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Laboratory Report

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MICROBIOLOGY LABS · ISO/IEC 17025:2005 · Accredited Laboratory · AIHA LAP, LLC · AIHAACCREDITEDLABS.ORG · Lab ID # 172958

Project: Library - I **Lab # E137832**

Report Date: 09/23/2019 **Sampled: 09/20/2019** **Received: 09/23/2019** **Analyzed: 09/23/2019**

1 - Laboratory Results

Location: Basement - West

Sample # E137832 - 1

Medium Type: AllergencoD
Serial # 3160070
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Cladosporium	38	2,030	52.09%
Pen/Asp group	24	1,280	32.85%
Basidiospores	9	480	12.32%
Ganoderma	2	107	2.75%
Total Fungi	73	3,900	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: Basement - East (Utility Room)

Sample # E137832 - 2

Medium Type: AllergencoD
Serial # 3160068
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	73	3,890	68.85%
Cladosporium	24	1,280	22.65%
Basidiospores	9	480	8.50%
Total Fungi	106	5,650	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: 1F - Main Office

Sample # E137832 - 3

Medium Type: AllergencoD
Serial # 3160075
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	13	693	61.88%
Cladosporium	5	267	23.84%
Pen/Asp group	3	160	14.29%
Total Fungi	21	1,120	100.00%
- Other -			
Pollen	1	53	100.00%

Background Item	Level
Dust / Debris	Medium
Opaque Particles	Very Low

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Location: 1F - Managers Office

Sample # E137832 - 4

Medium Type: AllergencoD
Serial # 3160073
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	6	320	50.08%
Pen/Asp group	2	107	16.74%
Ascospores	1	53	8.29%
Cladosporium	1	53	8.29%
Rust	1	53	8.29%
Smuts/Periconia/Myxomycetes	1	53	8.29%
Total Fungi	12	639	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: 1F - Break Room

Sample # E137832 - 5

Medium Type: AllergencoD
Serial # 3160080
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	10	533	55.58%
Basidiospores	5	267	27.84%
Cladosporium	1	53	5.53%
Rust	1	53	5.53%
Smuts/Periconia/Myxomycetes	1	53	5.53%
Total Fungi	18	959	100.00%
- Other -			
Hyphal Fragment	1	53	100.00%

Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Very Low

Location: 1F Main Library West (Childrens)

Sample # E137832 - 6

Medium Type: AllergencoD
Serial # 3160071
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	10	533	71.54%
Alternaria	1	53	7.11%
Ascospores	1	53	7.11%
Cladosporium	1	53	7.11%
Smuts/Periconia/Myxomycetes	1	53	7.11%
Total Fungi	14	745	100.00%
- Other -			
Hyphal Fragment	3	160	100.00%

- Sample data continued on next page -

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Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Very Low

Location: 1F - Main Library Center (Computers)

Sample # E137832 - 7

Medium Type: AllergencoD
Serial # 3160081
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	29	1,550	74.38%
Basidiospores	6	320	15.36%
Cladosporium	2	107	5.13%
Smuts/Periconia/Myxomycetes	2	107	5.13%
Total Fungi	39	2,080	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: 1F - Main Library East

Sample # E137832 - 8

Medium Type: AllergencoD
Serial # 3160076
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	8	427	50.06%
Cladosporium	4	213	24.97%
Pen/Asp group	3	160	18.76%
Ascospores	1	53	6.21%
Total Fungi	16	853	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

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Location: 1F - Main Entrance / Hall (West)

Sample # E137832 - 9

Medium Type: AllergencoD
Serial # 3160069
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	78	4,160	65.04%
Cladosporium	31	1,650	25.80%
Basidiospores	9	480	7.50%
Ascospores	1	53	0.83%
Smuts/Periconia/Myxomycetes	1	53	0.83%
Total Fungi	120	6,400	100.00%
- Other -			
Hyphal Fragment	1	53	50.00%
Pollen	1	53	50.00%
Total Other	2	106	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Very Low

Location: 1F - Men's Bath

Sample # E137832 - 10

Medium Type: AllergencoD
Serial # 3160079
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	10	533	35.75%
Cladosporium	10	533	35.75%
Mitospores	2	107	7.18%
Alternaria	1	53	3.55%
Epicoccum nigrum	1	53	3.55%
Ganoderma	1	53	3.55%
Pen/Asp group	1	53	3.55%
Rust	1	53	3.55%
Smuts/Periconia/Myxomycetes	1	53	3.55%
Total Fungi	28	1,490	100.00%
- Other -			
Hyphal Fragment	1	53	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Very Low

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

Location: 1F - Family Bath

Sample # E137832 - 11

Medium Type: AllergencoD
Serial # 3160083
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	14	747	43.76%
Basidiospores	13	693	40.60%
Cladosporium	5	267	15.64%
Total Fungi	32	1,710	100.00%
- Other -			
Pollen	1	53	100.00%

Background Item	Level
Dust / Debris	Medium
Opaque Particles	Very Low

Location: O.D. Reference

Sample # E137832 - 12

Medium Type: AllergencoD
Serial # 3160084
Exposure: 15.00 l/min. for 5.00 min.
Reporting Limit: 53 Spores/cu. m

NOTE: Estimated raw counts on Ascospores and Basidiospores.

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	414	22,100	63.07%
Ascospores	230	12,300	35.10%
Cladosporium	6	320	0.91%
Ganoderma	3	160	0.46%
Rust	2	107	0.31%
Curvularia	1	53	0.15%
Total Fungi	656	35,000	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Analytic Methods and Formulas:

Calculated results may include one more significant figure than is mathematically justified in order to accommodate the client's needs.

IMS Laboratory Analytical Method: 2.2 (method for analyzing spore trap)

Spores per cubic meter is determined by: Total Spore Count x 4000 / (sampling rate x sampling time)

Note that this report may use mold-specific units of measure, such as Spores/cu. m and CFU/cu. m, for Sample Identifications which are not mold. Examples include pollen, fabric and fiberglass fibers, insect particles, and ash. In this context, "CFU" and "Spore" refer to individual pieces of the identified material.

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

IMS Laboratory, LLC is accredited through the AIHA-LAP, LLC and participates in Environmental Microbiology Proficiency Testing, EMPAT #172958. Data is provided in compliance with AIHA-LAP, LLC policy modules and ISO/IEC 17025 guidelines.

Kathryn C. Langley 09/23/2019

Kathryn C. Langley, Laboratory Manager

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

2 - Spore Trap Comparison Chart

SAMPLING LOCATIONS

1: Basement - West
2: Basement - East (Utility Room)
3: 1F - Main Office
4: 1F - Managers Office
5: 1F - Break Room
6: 1F Main Library West (Childrens)

Spores per Cubic Meter

Mold Name \ Location #	1	2	3	4	5	6
Alternaria						53
Arthrinium						
Ascospores				53		53
Basidiospores	480	480	693	320	267	533
Bipolaris / Drechslera group						
Chaetomium						
Cladosporium	2,030	1,280	267	53	53	53
Curvularia						
Epicoccum nigrum						
Erysiphe/Oidium						
Fusarium						
Ganoderma	107					
Mitospores						
Pen/Asp group	1,280	3,890	160	107	533	
Pithomyces						
Polythrincium						
Rust				53	53	
Smuts/Periconia/Myxomycetes				53	53	53
Stachybotrys						
Stemphylium						
Torula						
Unknown Fungi						
FUNGAL TOTAL	**3,900**	**5,650**	**1,120**	**639**	**959**	**745**
Hyphal Fragment					53	160
Pollen			53			

Please refer to the Laboratory Results section for additional details.

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

SAMPLING LOCATIONS

7: 1F - Main Library Center (Computers)
8: 1F - Main Library East
9: 1F - Main Entrance / Hall (West)
10: 1F - Men's Bath
11: 1F - Family Bath
12: O.D. Reference

Spores per Cubic Meter

Mold Name \ Location #	7	8	9	10	11	12
Alternaria				53		
Arthrinium						
Ascospores		53	53			12,300
Basidiospores	320	427	480	533	693	22,100
Bipolaris / Drechslera group						
Chaetomium						
Cladosporium	107	213	1,650	533	267	320
Curvularia						53
Epicoccum nigrum				53		
Erysiphe/Oidium						
Fusarium						
Ganoderma				53		160
Mitospores				107		
Pen/Asp group	1,550	160	4,160	53	747	
Pithomyces						
Polythrincium						
Rust				53		107
Smuts/Periconia/Myxomycetes	107		53	53		
Stachybotrys						
Stemphylium						
Torula						
Unknown Fungi						
FUNGAL TOTAL	**2,080**	**853**	**6,400**	**1,490**	**1,710**	**35,000**
Hyphal Fragment			53	53		
Pollen			53		53	

Please refer to the Laboratory Results section for additional details.

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

3 - Warranties, Legal Disclaimers, and Limitations

IMS's scope of accreditation through the AIHA-LAP, LLC is for the following FoT(s) / Method(s): Fungal Air - Direct Examination (SOP 2.2 and 2.3); Fungal Bulk - Direct Examination (SOP 2.6); and Fungal Surface - Direct Examination (SOP 2.1).

The study and understanding of molds is a progressing science. Because different methods of sampling, collection and analysis exist within the indoor air quality industry, different inspectors or analysts may not always agree on the mold concentrations present in a given environment. Additionally, the airborne levels of mold change frequently and by large amounts due to many factors including activity levels, weather, air exchange rates (indoors), and disturbance of growth sites. It is possible for report interpretations and ranges of accuracy to vary since comprehensive, generally accepted industry standards do not currently exist for indoor air quality inspections of mold in residential indoor environments. This report is intended to provide an analysis based upon samples taken at the site at the time of the inspection. Mold levels can and do change rapidly, especially if home building materials or contents remain wet for more than 24 hours, or if they are wet frequently. This report is not intended to provide medical or healthcare advice. All allergy or medical-related questions and concerns, including health concerns relating to possible mold exposure, should be directed to a qualified physician. If this report indicates indoor mold levels that are higher than in typical indoor living spaces relative to the outdoor environment, or indicates any findings that are of concern to you, further evaluation by a trained mold professional or a Certified Industrial Hygienist (CIH) may be advisable.

Results pertain only to the samples tested, as received by IMS. Unless otherwise noted in the body of this report, the condition of samples upon receipt was acceptable. Blank samples are reported in the same manner as all other samples. The results are not corrected for contamination.

This report is generated by IMS at the request of, and for the exclusive use of, the IMS client named on this report. Project Name, Project Number, Sampling Date, Sampling Locations and Exposure times and rates have been provided to IMS by the client, and may affect the validity of the results. The analysis of the test samples is performed by IMS. This report applies only to the samples taken at the time, place and location referenced in the report and received by IMS, and to the property and weather conditions existing at that time only. Please be aware, however, that property conditions, inspection findings and laboratory results can and do change over time relative to the original sampling due to changing conditions, the normal fluctuation of airborne mold, and many other factors. IMS does not furnish, and has no responsibility for, the inspector or inspection service that performs the inspection or collects the test samples. It is the responsibility of the end-user of this report to select a properly trained professional to conduct the

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

inspection and collect appropriate samples for analysis and interpretation. Neither IMS, nor its affiliates, subsidiaries, suppliers, employees, agents, contractors and attorneys ("IMS related party") are able to make and do not make any determinations as to the safety or health condition of a property in this report. The client and client's customer are solely responsible for the use of, and any determinations made from, this report, and no IMS related party shall have any liability with respect to decisions or recommendations made or actions taken by either the client or the client's customer based on the report.

Samples analyzed by IMS are disposed the day that they are analyzed. Storage may be available for a fee with written request at the time the samples are submitted for analysis.

IMS hereby expressly disclaims any and all representations and warranties of any kind or nature, whether express, implied or statutory, related to the testing services or this report including, but not limited to, damages for loss of profit or goodwill regardless of the negligence (either sole or concurrent) of IMS and whether IMS has been informed of the possibility of such damages, arising out of or in connection with IMS's services or the delivery, use, reliance upon or interpretation of test results by client or any third party. In no event will IMS be liable for any special, indirect, incidental, punitive, or consequential damages of any kind regardless of the form of action whether in contract, tort (including negligence), strict product liability or otherwise, arising from or related to the testing services or this report.

IMS accepts no legal responsibility for the purposes for which the client uses the test results. IMS will not be held responsible for the improper selection of sampling devices even if we supply the device to the user. The user of the sampling device has the sole responsibility to select the proper sampler and sampling conditions to insure that a valid sample is taken for analysis. Additionally, neither this report nor IMS makes any express or implied warranty or guarantee regarding the inspection or sampling done by the inspector, the qualifications, training or sampling methodology used by the inspector performing the sampling and inspection reported herein, or the accuracy of any information provided to IMS serving as a basis for this report. The total liability of IMS related to or arising from this report to a client or any third party, whether under contract law, tort law, warranty or otherwise, shall be limited to direct damages not to exceed the fees actually received by IMS from the client for the report. The invalidity or unenforceability, in whole or in part, of any provision, term or condition herein shall not invalidate or otherwise affect the enforceability of the remainder of these provisions, terms and conditions. Client shall indemnify IMS and its officers, directors and employees and hold each of them harmless for any liability, expense or cost, including reasonable attorney's fees, incurred by reason of any third party claim in connection with IMS's services, the test result data or its use by client.

- End of Lab Report Number E137832 -

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of MoldQuest. Read the important terms, conditions, and limitations that apply to this report carefully.

Building Assessment

Alfred Noble Public Library

32777 Five Mile Road

Livonia, MI 48154



Prepared by:

Jerome Hanna

Director of Inspection

March 8, 2021

Background

Building:	**Alfred Noble Public Library**
Address:	**32901 Plymouth Road, Livonia MI**
Assessment requested by:	**Mayor Brosnan**
Date of Assessment:	**March 8, 2021**
Date of Building Construction:	**1967**
Reason for Request:	**Water infiltration and mold concerns**

Building Description: The Alfred Noble Public Library was designed and constructed as a library in 1967. It is a single-story structure with a partial basement. The construction is masonry walls, concrete floors and flat roof combined with a shingled sloped area. The interior walls are covered with drywall and brick and the ceiling consists of suspended ceiling tiles.

Methods/Results

I performed a visual inspection of building materials for water damage and/or microbial growth and inspection of the exterior for sources of water infiltration.

Discussion

This visit was prompted by previous inspections and concerns about the interior of the structure in late 2019 due to concerns of water infiltration at the time. A limited moisture and microbial assessment was conducted at that time by Mold Quest International. Elevated levels of Penicillium/Aspergillus were

noted but no Stachybotrys (black mold) was detected at the time. The following was observed during this inspection:

- Water-damaged ceiling tiles on the first floor in numerous areas. (Pictures attached)
- Water damaged drywall at the top of the wall in the main area. (Pictures attached)
- Cracks in drywall around windows of the North wall.
- Microbial growth and efflorescence located on basement walls. (Pictures attached)
- Paint has flaked off along large portions of the basement walls due to water damage. (Pictures attached)
- Mechanical equipment shows rust due to high levels of moisture.
- Stains on basement floor from previous standing water.
- Brick and mortar damage around the exterior due to water infiltration. (Pictures attached)

The following conditions are likely contributing to water infiltration into the building.

- Numerous roof leaks in both the sloped roof and the flat roof areas of the structure.
- The windows located on the north elevation appear to have sealant failure allowing moisture to enter the structure.
- Some of the flashing on top of the walls has failed and is allowing moisture behind the brick/block. Mortar is deteriorating which in turn allows more moisture to penetrate the wall.
- The grade has settled around the foundation and does not provide positive drainage away from the building. (Pictures attached)
- Roof drains are discharging directly at the foundation walls. (Pictures attached)

Conclusions/Recommendations

In view of the findings at the time of the visit, the following minimum improvements are needed to bring the building back to safe occupancy:

1. Mold remediation should be performed by a certified mold remediation contractor.

2. Water-damaged/mold-colonized building materials should be removed.

3. Foundation walls should be waterproofed. This should comprise of excavating the soil from around the exterior foundation and repairing/ waterproofing the block foundation.

4. Roof should be replaced including any damaged sheathing and insulation.

5. Relocate downspouts to discharge away from the foundation. Sidewalk would need to be removed and replaced to accomplish this.

6. Repair damaged brick and mortar around the exterior.

7. Replace flashing and sealant around exterior windows.

8. Clean and sanitize duct work.

9. Furnace should be replaced. It is original to the structure and is past its life span.

10. Any electrical devices, fixtures or wiring that has been in contact with water should be replaced.

11. The estimated cost of the repairs and remediation listed above could be close to half the estimated cost for new construction. For a more precise estimate, a qualified firm should be hired to conduct a construction cost assessment.



Figure 1 damaged brick and mortar from water



Figure 2 Brick and mortar damaged from water infiltration



Figure 3 Basement wall



Figure 4 basement wall



Figure 5 Basement wall



Figure 6 Basement wall



Figure 7 Basement wall



Figure 8 Basement wall



Figure 9 Basement wall



Figure 10 Suspended ceiling main floor



Figure 11 Suspended ceiling main floor



Figure 12 Suspended ceiling main floor



Figure 13 Suspended ceiling main floor



Figure 14 Suspended ceiling main floor



Figure 15 Downspouts south side



Figure 16 Downspout north side



Figure 17 Downspout north side



Figure 18 Grade settled along foundation



Figure 19 Grade settled along foundation



Figure 20 Water damaged drywall main floor



Figure 21 Furnace in basement rusting from high moisture content

Appendix B – Assessor Affidavit

AFFIDAVIT

State of Michigan, County of Wayne:

I, Linda Gosselin, having first been duly sworn, depose and say:

1. I make this affidavit from my own personal knowledge, and I am competent to testify to the matters set forth herein

2. I currently hold a Michigan Master Assessing Officer (4) and a certified Personal Property Examiner.

3. Redevelopment of the Alfred Noble Library identified by tax parcel 46-134-03-1640-000; 32901 Plymouth Road has been proposed as a Brownfield project. A request for a Brownfield project requires the taxpayers to include with application, an affidavit signed by a Michigan Advanced Assessing Officer (3) or Michigan Master Assessing Officer (4) that states the property is functionally obsolete pursuant to Brown Redevelopment Financing Act 1996 PA 381 as amended.

4. Functionally obsolete property is property that is "unable to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as, overcapacity, changes in technology, deficiencies or super adequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property." MCL 125.2652(p) 2002. The Assessor's Manual as authorized by MCL 211.721 defines functional obsolescence as "a loss in value occurring in a structure caused by changes in design, overcapacity, or inadequacy; e.g., high ceilings, old fixtures or cabinets, poor floor plan in residences." 2003 Michigan Assessor Manual, Vol 1, Glossary, p275.

5. On behalf of the City of Livonia, I have reviewed the property at 32901 Plymouth Road, and have found that it fits within the definition of functional obsolescence. The building has deficiencies that render the building unusable in its current state and would require substantial investment to replace the roof, foundation, asphalt parking, mechanical, and electrical. The building also suffers from mold and mildew as a result of water damage. The building does not fully conform to code due to it partially non-ADA compliant. The current design and layout of the building as is, lacks functionality and does not fit the purpose of today's needs.

Dated this 23rd day of August 2021

I declare under penalty of perjury that the foregoing is true and correct.

Linda Gosselin, MMAO (4)

Subscribed and sworn before me

This 23rd day of August 2021

Bonnie Murphy, Notary Public Wayne County

LETTER TO THE LIVONIA CITY COUNCIL

11.

Council Office
July 11, 2023

MEETING DATE	PREPARED BY
R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

BLOCK PARTY: Cindy Roberts, re: to be held Saturday, July 29, 2023, from 12:00 p.m. to 10:00 p.m., on Roycroft Street between Woodring and Loveland Streets.

BACKGROUND DETAILS

Block party request from Cindy Roberts be held Saturday, July 29, 2023, from 12:00 p.m. to 10:00 p.m., on Roycroft Street between Woodring and Loveland Streets.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve as submitted.

ATTACHMENTS

1. Loveland Block Party Request

APPROVED BY

REQUEST FOR NOISE WAIVER BLOCK PARTY and/or
BARRICADING OF CITY STREETS

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office **at least 8 weeks prior to the planned event**

PLEASE PRINT

Date of Application: 07/10/2023 Date to appear at a Council Meeting: _____

Name of Neighborhood Representative: Cindy Roberts

Address (please include zip code): 15509 Loveland 48154

Telephone Number with area code: Home: 734-751-7513 Office: _____

Email: blaze48154@yahoo.com

Please circle what is being requested – **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

07/29/2023	No rain date	12:00PM-10:00PM
Date of Block Party and/or Barricading	Rain Date	Start/end time of Block Party and/or Barricading **End time is no later than 10:00 p.m.**

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

To blocking one block of Roycroft St. , Between - Woodring Street and Loveland Street.

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

Birthday Party, outdoor games, BBQ.

How many barricades are you requesting (max. 10)? 6

Approximate Number Attending: 25

Date of Council Approval/Denial: _____

Council Resolution Number: _____

RECEIVED
OFFICE OF THE CITY CLERK
2023 JUL 11 PM 3:52

City Council Office Document
Revised August 2021
A:Block Party Form

LETTER TO THE LIVONIA CITY COUNCIL

12.

Council Office
July 14, 2023

MEETING DATE	PREPARED BY
R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Lisa R. Wasil, re: to host a graduation party on Saturday, July 29, 2023, from 3:00 p.m. to 1:00 a.m. on property located at 29946 W. Chicago Road.

BACKGROUND DETAILS

Request to waive the City's noise ordinance from Lisa R. Wasil, to host a graduation party on Saturday, July 29, 2023, from 3:00 p.m. to 1:00 a.m. on property located at 29946 W. Chicago Road.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve as submitted.

ATTACHMENTS

1. R072423 Noise Waiver Lisa Wasil 7-29-23

APPROVED BY

REQUEST FOR NOISE WAIVER BLOCK PARTY and/or BARRICADING OF CITY STREETS

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office **at least 8 weeks prior to the planned event**

PLEASE PRINT

Date of Application: 7/13/23 Date to appear at a Council Meeting: R072423

Name of Neighborhood Representative: LISA R. WASIL

Address (please include zip code): 29946 W. Chicago,

Telephone Number with area code: Home: 734-718-2957 Office: _____

Email: lwasil915@yahoo.com

GRADUATION PARTY

Please circle what is being requested – **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

7/29/23	_____	3-1am
Date of Block Party and/or Barricading	Rain Date	Start/end time of Block Party and/or Barricading **End time is no later than 10:00 p.m.**

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

29946 W. Chicago, Livonia

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

Graduation Party

How many barricades are you requesting (max. 10)? _____

Approximate Number Attending: 80-100

Date of Council Approval/Denial: _____

Council Resolution Number: _____

LETTER TO THE LIVONIA CITY COUNCIL

13.

Council Office
July 10, 2023

MEETING DATE	PREPARED BY
R072423	Sara Kasprowicz, Council Office Manager,

AGENDA ITEM

REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Jacob Ermete, re: to host a concert event on Friday, August 5, 2023, from 3:00 p.m. to 11:00 p.m. with live music and DJs on property located at 9820 Levan Road.

BACKGROUND DETAILS

Noise waiver request from Jacob Ermete to host a concert event on Friday, August 5, 2023, from 3:00 p.m. to 11:00 p.m. with live music and DJs on property located at 9820 Levan Road.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve as submitted

ATTACHMENTS

1. R072423 LTC Noise waiver Jacob Ermete
2. R072423 Req for Noise waiver Jacob Ermete 8-5-23

APPROVED BY

From: Nash, Susan M.
To: Miller, Lori; Kasprowicz, Sara
Subject: Fwd: Frontyard Concert Noise Ordinance Request for August 5th 2023
Date: Saturday, July 8, 2023 4:54:50 PM
Attachments: Screenshot 2023-07-08 at 3.26.02 PM.png

Sent from my iPhone

Susan Nash, MiPMC, CMC
City Clerk
City of Livonia | City Clerk
(734) 466-2233
snash@livonia.gov

Begin forwarded message:

From: Jacob Ermete <tisliberte@gmail.com>
Date: July 8, 2023 at 4:36:30 PM EDT
To: "Nash, Susan M." <snash@livonia.gov>
Cc: Nicholas Cornell <luthiercornell@gmail.com>
Subject: Frontyard Concert Noise Ordinance Request for August 5th 2023

Hello Susan Nash,

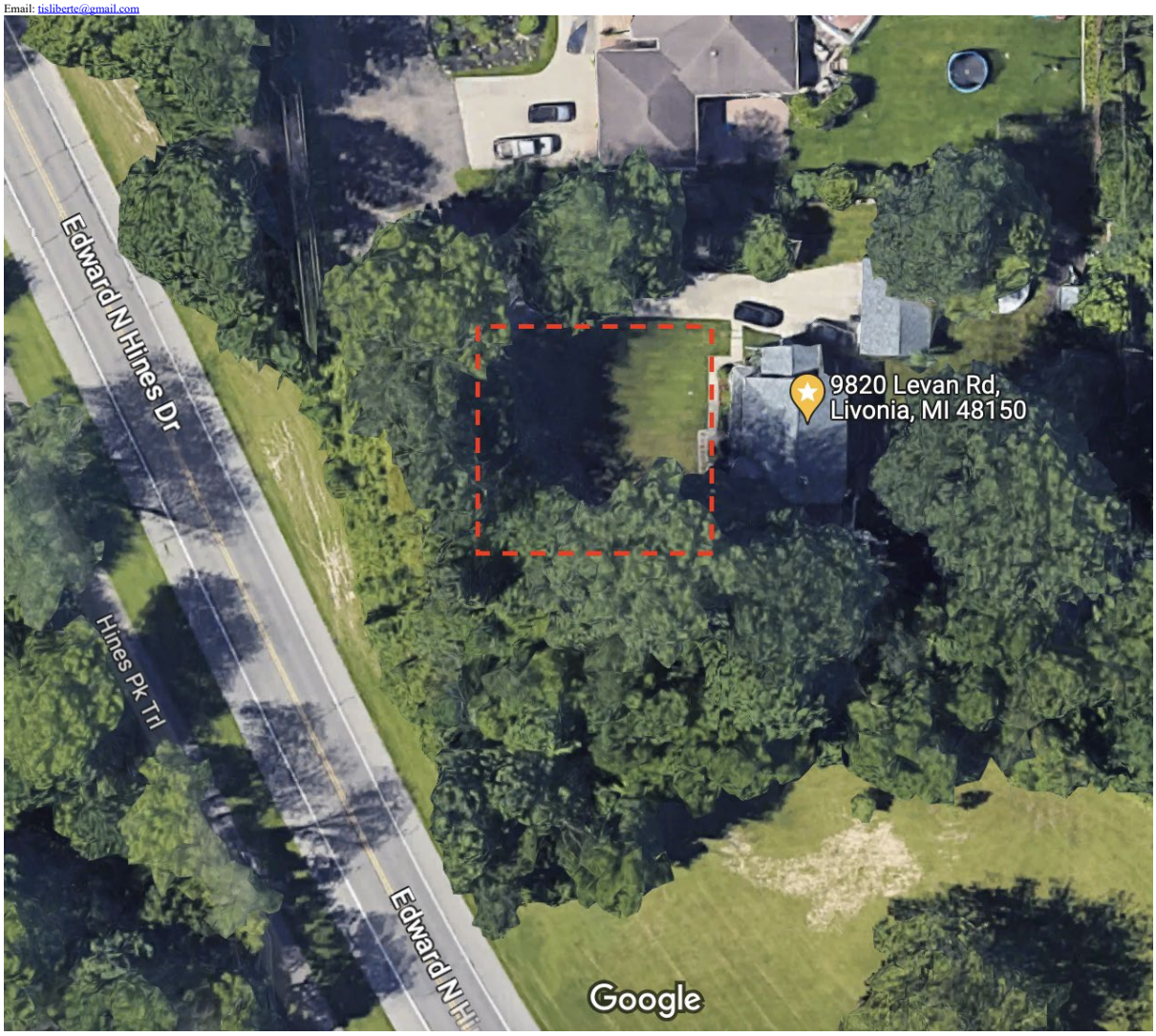
My name is Jacob Ermete. On August 5th I am hosting a free front yard concert at 9820 Levan Rd, Livonia MI 48150. This is similar to a small block party. There will be 7 different live musicians playing from 3:00 to 11pm. I'm requesting to have the noise ordinance waived from the start and end of the event. Let me know if you need anything else from me, and what if there are any next steps. I copied my co-host Nick, so he also keeps in the loop.

I attached a screenshot of a google maps view of where the concert space will be highlighted in a red dotted line.

Best, and Thanks!

Jacob Ermete

Phone: 734-751-8626
Email: tisliberte@gmail.com



LETTER TO THE LIVONIA CITY COUNCIL

14.

Housing
July 11, 2023

MEETING DATE	PREPARED BY
R072423	Madison Bjertness, CDBG Specialist,

AGENDA ITEM

PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 11745 Inkster, for a total of $13,476.19, including estimated closing costs, through the Community Development Block Grant Program.

BACKGROUND DETAILS

Pursutant to MCL 211.78m, Wayne County annually provides the City of Livonia notice and an opportunity to exercise its right of first refusal as to tax-foreclosed properties within the City limits. The 2023 list of such properties has been released (attached) and the Housing Commission has requested that the City obtain 11745 Inkster.

The amount required to obtain this property is $10,476.19, plus an additional $3,000 for estimated closing costs for a total of $13,476.19. The funds for this purchase will come from the City of Livonia to be reimbursed with federal Community Development Block Grant funds administered by the Housing Commission.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

RESOLVED, that having considered a presentation from the Director of Housing, relating to the tax-foreclosed property at 11745 Inkster, the City Council hereby does authorize the exercise of the City's statutory right of first refusal with respect to such property, and the payment to the Countu in the amount of the statutory minimum bid, being a total of $10,476.19, utilizing City of Livonia funds to be reimbursed to the City from Community Development Block Grant Funds; Further, the Council does hereby authorize an additional expenditure in the amount of $3,000 for estimated closing costs, for a total of $13,476.19. The Mayor and the City Clerk are hereby authorized to execute documents on behalf of the City of Livonia and do all other things necessary or incidental to the full performance of this resolution.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

DETAILED WORK BEING PERFORMED

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

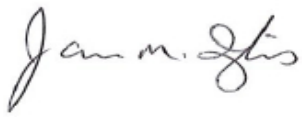
ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc):

ATTACHMENTS

1. TaxForeclosureList
2. City of Livonia Assessor - 2023 Right of Refusal
3. City of Livonia Clerk - 2023 Right of Refusal
4. City of Livonia Treasurer - 2023 Right of Refusal

APPROVED BY



Jim Inglis, Director of Housing — Date: July 13, 2023



Michael Slater, Finance Director — Date: July 13, 2023



Maureen Miller Brosnan, Mayor — Date: July 13, 2023

Sale No.		Description	FMV	Min Bid Price
V 5238	46-052-99-0006-000	28120 FIVE MILE LIVONIA	$50,600.00	$5,158.11
13M3C1 THAT PART OF THE SE 1/4 OF SEC 13 DES AS BEG AT A PT ON THE S SEC LINE DIS N 89D 59M E 665 FT FROM THE S 1/4 COR OF SEC 13 AND PROC TH N 89D 49M E ALONG SAID S LINE 128.40 FT TH N 0D 04M W 307 FT TH S 89D 49M W 129.16 FT TH S 0D 12M 30SEC E 307 FT TO THE POB EXCEPT THE NORTH 100 FT THEREOF ALSO EXCEPT THE EAST 50 FT THEREOF ALSO EXC S 60 FT THEREOF 0.27 ACRE				
V 5239	46-088-99-0002-002	32200 SCHOOLCRAFT LIVONIA	$579,400.00	$49,371.12
22AA2A2 PT SE 1/4 SEC 22 T1SR9E BEG N0DEG 04M 55S W 102FT AND S89DEG 46M 35S E 417.47FT FROM S 1/4 COR SEC 22 TH N0DEG 09M 10S E 174.70FT TH S89DEG 50M 50S E 240.79FT TH S0DEG 09M 10S W 175FT TH N89DEG 46M 35S W 240.79FT POB 0.97 AC				
V 5240	46-100-01-0072-000	11745 INKSTER LIVONIA	$80,400.00	$10,476.19
25B72 73 SCHANHITES MARQUETTE MANOR T1S R9E L61 P63 WCR LOTS 72 AND 73 ALSO E 1/2 ADJ VAC ALLEY				
V 8298	46-132-01-0001-001	34350 ANN ARBOR TR LIVONIA	$1,091,600.00	$580,034.35
33C1A ISLERS SUB T1S R9E L 39 P7 WCR LOT 1 EXCEPT THE NLY PART THEREOF MEASURING 371.44 FT ON THE W LINE AND 424.65 FT ON THE E LINE OF SAID LOT 1.61 AC				

Please note that the stated minimum bid price may be adjusted for additional costs incurred prior to sale related to the maintenance, repair, or remediation of the property under MCL 211.78m.

* A Parcel with an asterisk indicates that a claim for surplus proceeds was filed and therefore it will be sold for the higher of the minimum bid or Fair Market Value.
FMV indicated is subject to further verification.

The Legal Description and Tax Identifier specify the Property.

The street address is provided as additional information and is not guaranteed to be accurate by the Treasurer. Revised 7/3/2023

ERIC R. SABREE
WAYNE COUNTY TREASURER

JEAN-VIERRE ADAMS
Chief Deputy Treasurer

July 5, 2023

City of Livonia Assessor
Attn: Linda Gosselin
33000 Civic Center Drive
Livonia, MI 48154

VIA E MAIL

RE: Right of Refusal to Purchase Tax Foreclosed Property in Wayne County

Dear Ms. Gosselin:

Enclosed for your consideration is a list of the properties within your community that were foreclosed upon by the Wayne County Treasurer (the "List"), as the foreclosing governmental unit, pursuant to Mich. Public Act 123 of 1999, MCL 211.78 et. seq. as amended (the "Act"), due to unpaid 2020 and/or prior year's delinquent taxes.

Pursuant to MCL 211.78m(1), a city, village, township, or city authority may purchase foreclosed property located within its community for the minimum bid if the State of Michigan fails to exercise its right of first refusal and no claimant has filed a claim for remaining proceeds from the foreclosed property, if however, a claim for remaining auction proceeds from any foreclosed property has been filed under Section 78(t) of the Act, your community may purchase any of those foreclosed properties for the greater of the minimum bid or the fair market value of the property ("FMV")

Preliminary minimum bids have been established and include all delinquent taxes, fees, penalties, interest, any costs to date associated with preparing this property for auction and administering the sale; further costs and fees may be added before the auction. The FMV of the foreclosed properties will initially be calculated as the product of 2 times the assessed State Equalized Value (consistent with the definition of true cash value under MCL 211.27).

The enclosed List includes those preliminary minimum bid amounts and, where claims have been received and confirmed, the FMV. A final determination of the offer price will be contingent upon our final confirmation of the receipt of all claims in our office. Only those properties for which a claim has been received as noted on the List with an asterisk, will be

offered at the greater of the minimum bid or FMV. All remaining properties are offered at the minimum bid amount.

Your request to purchase foreclosed property within your community must be received no later than **July 21, 2023**. All requests must be in writing and identify each property to be purchased by its property identification number along with a copy of the resolution authorizing the purchase of such properties.

Your request must be mailed, via certified mail to the Wayne County Treasurer, Land Management Division, Attention: Tony Cavalli, 400 Monroe – Suite 520, Detroit, MI 48226, **or emailed to: acavalli@waynecounty.com**. Receipt of the request will be confirmed in writing or via e mail. Payments must be received by **July 28, 2023**. If timely payment is not received, the selected property will be offered for sale at a public auction.

If there are any foreclosed parcels on the List that are currently blighted or in need of demolition. please notify us via email at acavalli@waynecounty.com so that we can identify those properties on our auction website A major goal of the tax foreclosure process is to strengthen our community by eliminating blight and other dangerous structures and I believe that my office can best accomplish this goal through a partnership with the local units throughout the county.

If you are aware of any contiguous properties that should be bundled together in the upcoming auction, or any special circumstances that should be addressed with any properties, please let us know by August 1, 2023.

The Wayne County Treasurer reserves the right to remove any property from the List, and to cancel any sale, at any time, for any reason, prior to the issuance of a deed. In the event that the State exercises its right of first refusal to purchase a property selected by your community, or if the Treasurer either removes a selected property from the List or cancels the sale of a selected property, the payment received from your community for the subject property will be refunded.

You are advised to compare the parcel identification numbers on the List with your current tax rolls **to determine if any parcel has been combined, split, or assigned a new parcel identification number** subsequent to the information being received by our office for the tax years in question. In the event you are unable to reconcile a parcel identification number provided in the List with your current tax rolls, or if any of the parcels on the list are in a Neighborhood Enterprise Zone (NEZ) and both parcel numbers are not on the list or if you are aware of any parcels on the list that may be assessed across two communities, you must immediately advise the Wayne County Treasurer via email or in writing of the current or corrected identification number, the status of the property, and the name and address of persons shown on your current tax rolls as possessing an interest in the subject property.

If you have questions or need additional information, please contact Tony Cavalli at (313) 213-2547.

Sincerely,



ERIC R. SABREE
Wayne County Treasurer

Anthony P. Cavalli
Assistant Deputy Treasurer, Forfeiture and Foreclosure

acavalli@waynecounty.com
www.treasurer.waynecounty.com

Enclosure

ERIC R. SABREE
WAYNE COUNTY TREASURER

JEAN-VIERRE ADAMS
Chief Deputy Treasurer

July 5, 2023

City of Livonia Clerk
Attn: Susan Nash
33000 Civic Center Drive
Livonia, MI 48154

VIA E MAIL

RE: Right of Refusal to Purchase Tax Foreclosed Property in Wayne County

Dear Ms. Nash:

Enclosed for your consideration is a list of the properties within your community that were foreclosed upon by the Wayne County Treasurer (the "List"), as the foreclosing governmental unit, pursuant to Mich. Public Act 123 of 1999, MCL 211.78 et. seq. as amended (the "Act"), due to unpaid 2020 and/or prior year's delinquent taxes.

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If you have questions or need additional information, please contact Tony Cavalli at (313) 213-2547.

Sincerely,



ERIC R. SABREE
Wayne County Treasurer

Anthony P. Cavalli
Assistant Deputy Treasurer, Forfeiture and Foreclosure

acavalli@waynecounty.com
www.treasurer.waynecounty.com

Enclosure

ERIC R. SABREE
WAYNE COUNTY TREASURER

JEAN-VIERRE ADAMS
Chief Deputy Treasurer

July 5, 2023

City of Livonia Treasurer
Attn: Lynda Scheel
33000 Civic Center Drive
Livonia, MI 48154

VIA E MAIL

RE: Right of Refusal to Purchase Tax Foreclosed Property in Wayne County

Dear Ms. Scheel:

Enclosed for your consideration is a list of the properties within your community that were foreclosed upon by the Wayne County Treasurer (the "List"), as the foreclosing governmental unit, pursuant to Mich. Public Act 123 of 1999, MCL 211.78 et. seq. as amended (the "Act"), due to unpaid 2020 and/or prior year's delinquent taxes.

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If you have questions or need additional information, please contact Tony Cavalli at (313) 213-2547.

Sincerely,



ERIC R. SABREE
Wayne County Treasurer

Anthony P. Cavalli
Assistant Deputy Treasurer, Forfeiture and Foreclosure

acavalli@waynecounty.com
www.treasurer.waynecounty.com

Enclosure

LETTER TO THE LIVONIA CITY COUNCIL

15.

Law
July 11, 2023

MEETING DATE	PREPARED BY
R072423	Brenda Smyser, Program Supervisor,

AGENDA ITEM

REQUEST TO SCHEDULE A CLOSED COMMITTEE OF THE WHOLE MEETING: Department of Law, re: for the purpose of discussing pending litigation and attorney/client privileged communications with respect to Middlebelt Plymouth Venture, LLC v City of Livonia; U.S. District Court Case No. 2:22-cv-12734.

BACKGROUND DETAILS

It is respectfully requested that the Council, by a two-thirds roll call vote in accordance with Sections 7(1) and 8(d) of the Open Meetings Act, schedule a closed meeting of the Committee of the Whole for the purpose of discussing the subject pending litigation and attorney/client privileged communications.

The following individuals should be invited to the closed meeting: Mayor Maureen Miller Brosnan, City Attorney Paul A. Bernier, Assistant City Attorney Eric S. Goldstein, Finance Director Michael Slater and Planning Director Mark Taormina.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Schedule a Closed Committee of the Whole Meeting

ATTACHMENTS

1. R072423 LTC Req for Closed COW

APPROVED BY

Date: July 11, 2023

Paul Bernier, City Attorney

Date: July 13, 2023

Maureen Miller Brosnan, Mayor

LETTER TO THE LIVONIA CITY COUNCIL

16.

Law
July 14, 2023

MEETING DATE	PREPARED BY
n/a	Carol Driskill, Legal Stenographer II,

AGENDA ITEM

REQUEST TO AMEND COUNCIL RESOLUTION 190-23: Law Department, re: to reflect Council's approval of the requested sidewalk waiver from Joseph Eadeh of American Building Co., for the newly constructed home located at 18937 Melvin.

BACKGROUND DETAILS

At the Regular Meeting held June 26, 2023, Council intended to approve a sidewalk waiver request from Joseph Eadeh of American Building Co., for the newly constructed home located 18937 Melvin and reject the City Engineer's recommendation. The resolution as approved actually denied the waiver request. This is to reflect Council's intent.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

RESOLVED, that having considered a communication from the City Attorney, dated July 14, 2023, wherein it is requested that Council Resolution 190-23, adopted on June 26, 2023, be amended to reflect Council's approval of the requested sidewalk waiver request from Joseph Eadeh of American Building Co., for the newly constructed home located at 18937 Melvin and reject the City Engineer's recommendation, THE COUNCIL DOES HEREBY AMEND AND REVISE COUNCIL RESOLUTION 190-23 SO AS TO READ AS FOLLOWS:

> RESOLVED, that having considered a communication from the City Engineer, dated May 16, 2023, approved for submission by the Mayor, to which is attached a letter from Joseph Eadeh of American Building Co., received by the City Clerk's office on May 15, 2023, requesting a waiver of the sidewalk requirement in front of the newly constructed home located at 18937 Melvin, in the N.E. ¼ of Section 11, THE COUNCIL DOES HEREBY REJECT THE RECOMMENDATION OF THE CITY ENGINEER AND HEREBY APPROVES THIS REQUEST INASMUCH AS OMITTING THE SIDEWALK ON THE SUBJECT PROPERTY WOULD HAVE NO DETRIMENTAL EFFECT UPON THE NEIGHBORING PROPERTIES AT THIS TIME DUE TO RELATIVE LACK OF OTHER PUBLIC SIDEWALKS EXISTING ON THE WEST SIDE OF MELVIN, FROM CLARITA TO 7 MILE ROAD IN THIS AREA; FURTHER, the Council does hereby reserve the right to require sidewalks at this location in the event that additional sidewalks are installed in this area at some future date.

ATTACHMENTS

1. CR 190-23

2. LTC Sidewalk Waiver Joseph Eadeh
3. Sidewalk Waiver Request for 18937 Melvin

APPROVED BY



Date: July 14, 2023

Paul Bernier, City Attorney

ADOPTED BY THE LIVONIA CITY COUNCIL AT THE REGULAR MEETING OF JUNE 26, 2023

#190-23 RESOLVED, that having considered a communication from the City Engineer, dated May 16, 2023, approved for submission by the Mayor, to which is attached a letter from Joseph Eadeh, American Building, Co., received by the Clerk's Office on May 15, 2023, requesting a waiver of the sidewalk requirement in front of the newly constructed home located at 18937 Melvin, in the N.E. ¼ of Section 11, the Council does hereby concur in the recommendation of the City Engineer that due to existing sidewalks along the east side of Melvin from Clarita to 7 Mile Road, and on the west side, three (3) houses north of 18937 Melvin near the intersection of Clarita, to place the sidewalk along the 70 feet of frontage as originally approved on the plot plan.

LETTER TO THE LIVONIA CITY COUNCIL

5.

Engineering
May 16, 2023

MEETING DATE	PREPARED BY
S060523/r062623	Karen Worley, Secretary IV,

AGENDA ITEM

REQUEST TO WAIVE THE SIDEWALK REQUIREMENT: Joseph Eadeh, American Building, Co., re: for the newly constructed home at 18937 Melvin.

BACKGROUND DETAILS

In response to the sidewalk waiver request from Joseph Eadeh of American Building, Co., received May 15, 2023 from the Clerk's Office; we have reviewed the surrounding neighborhood regarding the presence of sidewalks (see attached aerial).

There are existing sidewalks along the east side of Melvin from Clarita to 7 Mile Road. On the west side, there is existing sidewalk 3 houses north of this proposed house and is near the intersection of Clarita. It would be the Engineering Department's recommendation to place the sidewalk along the 70 feet of frontage as originally approved on the plot plan.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

There are existing sidewalks along the east side of Melvin from Clarita to 7 Mile Road. On the west side, there is existing sidewalk 3 houses north of this proposed house and is near the intersection of Clarita. It would be the Engineering Department's recommendation to place the sidewalk along the 70 feet of frontage as originally approved on the plot plan.

ATTACHMENTS

1. Plot Plan #13495 - 18937 Melvin
2. Map for 18937 Melvin
3. Sidewalk Waiver Request for 18937 Melvin
4. Receipt #82845

APPROVED BY

Todd J Zilincik

Date: May 16, 2023

Todd Zilincik, P.E., City Engineer

Maureen Miller Brosnan

Date: May 19, 2023

Maureen Miller Brosnan, Mayor

To Whom It May Concern

I am Requesting a Side walk waiver at 18937 Melvin St. Livonia so it can conform with the surrounding Houses adjacent to my property

American Builders Inc.

Joseph M. Leader

8810 Brookline Ave

Plymouth, Mi. 48170

734-612-0726

RECEIVED
OFFICE OF THE CITY CLERK
2023 MAY 15 AM 10:55