

February 17, 2026

Mr. Victor Cardenas
City Manager – City of Novi
45175 Ten Mile Rd.
Novi, Michigan 48375

via email: vcardenas@cityofnovi.org

RE: City of Novi Public Safety Bond Project – Technology/Security Designer Recommendation

Dear Mr. Cardenas,

This letter is to update you with Plante Moran Realpoint's (PMR) progress in our engagement to assist and advise the City of Novi (CoN) in the selection of a Technology/Security Designer firm for the City of Novi Public Safety Project (Project). The City of Novi Selection Advisory Group, consisting of CoN city staff (Chief Zinser, Chief Martin and Chief Information Officer Rob Petty), and PMR, have presented a framework in order to identify, evaluate, and recommend a Firm for this Project.

SELECTION PROCESS

This letter communicates the results of the process utilized to evaluate Tech/Security proposals and interviews that the City of Novi Advisory Group and PMR conducted in accordance with our engagement agreement. On December 17, 2025, RFP documents were formally issued to four (4) capable and well-established Tech/Security design firms. PMR conducted a pre-proposal meeting on January 6, 2026, to provide project information and answer questions. The firms were provided with time to submit additional questions/clarifications by January 13.

Four (4) sealed Tech/Security RFP responses were received by CoN on January 20, 2026. For this Project, RFP criteria such as firm police and fire station design experience, proposed staff experience, fee/costs, and firm differentiators were evaluated. PMR moderated interviews with three (3) firms on February 11, 2026, to ask additional questions and to clarify/confirm their RFP responses.

After these interviews took place, the Advisory Group unanimously recommended **Howell Design Group** for consideration based on their knowledge of Public Safety tech/security systems, in-house expertise, established working relationship with BRW Architects and answers to questions during the interview process. After the interviews were completed, PMR successfully negotiated a Howell Design Group's fee without compromising project scope, to align with budget expectations.

RECOMMENDATION

Based on the Tech/Security design firm's formal RFP response, answers to the post RFP submittal interview questions and fee negotiations, the team recommends that the **Howell Design Group** be awarded technology and security design services for the Public Safety Building and Fire Station Projects. At this time, there are no major issues that will hinder a successful final contract. The final contract document will be executed pending final review of contract terms by CoN legal counsel.

The Tech/Security design fee for the scope of services described in the RFP and the RFP draft contract are provided below and is within the budget PMR established for these services

Howell Design Group:

Fee for technology/security design services: \$250,000 (negotiated fee amount)

N.T.E. reimbursables expenses: \$50,000

Total: **\$300,000**

Should you have any questions regarding this recommendation, please do not hesitate to contact me at (248) 603-5252.

Sincerely,

PLANTE MORAN REALPOINT



Robert Stempien AIA, Sr. Vice President

CC: Greg VanKirk, Plante Moran Realpoint
Todd Fenton, Plante Moran Realpoint
Brian Weber, Plante Moran Realpoint

ENCLOSURES: Howell Design Group RFP Submittal