



CITY OF NOVI CITY COUNCIL
MARCH 9, 2026

SUBJECT: Consider a contract with Howell Design Group to serve as the City's Technology/Security design firm for the 2025 Public Safety Bond Facilities project, in the amount of \$300,000.

SUBMITTING DEPARTMENT: City Manager

KEY HIGHLIGHTS:

- In consultation with the Owners Representative (PMR), RFP documents were formally issued to four (4) Technology/Security design firms.
- Four (4) sealed RFP responses were received and evaluated. PMR moderated interviews with three (3) firms.
- Upon completion of the RFP document reviews and interviews, the Advisory Group recommended Howell Design Group for the Technology/Security Designer.

FINANCIAL IMPACT

	FY 25/26	Total
EXPENDITURE REQUIRED	\$ 300,000	\$ 300,000
BUDGET		
1. 2025 Bond Proceeds	\$120,000,000	\$ 120,000,000
APPROPRIATION REQUIRED	\$	\$
FUND BALANCE IMPACT	\$ N/A	\$ N/A

BACKGROUND INFORMATION:

With the passage of the bond to finance Public Safety Facilities in August 2025, in conjunction with the City's contract with Owner's representative (PMR), the Administration assisted with interviewing three (3) firms that submitted proposals for the selection of a Technology/Security Designer for the new buildings.

The City of Novi Selection Advisory Group, consisting of Chief Zinser, Chief Martin and Chief Information Officer Rob Petty, and PMR presented a framework in order to identify, evaluate, and recommend a Firm for this project. The four (4) sealed Tech/Security FRP responses were received 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.

The Advisory Group unanimously recommended Howell Design Group for consideration based on their knowledge of Public Safety technology and security systems, in-house expertise, an established working relationship with BRW Architect, and responses to questions during the interview process. After the interviews were completed, PMR successfully negotiated Howell Design Group's fee without compromising the project scope to align with budget expectations. At this time, there are no major issues that will hinder the successful execution of the final contract.

RECOMMENDED ACTION: Consider a contract with Howell Design Group to serve as the City's Technology/Security design firm for the 2025 Public Safety Bond Facilities project, in the amount of \$300,000. Final form of the agreement is subject to review and final approval by the City Attorney and City Manager.