



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #34

As of:

10/1/2025

Overall
Status

In progress

PMR Previous Activities (October 2024 – September 2025)

PMR Procurement Activities

- On 9/22, Novi CC approved FAC recommendation for PMR to negotiate with both A/E firms. PMR met with these firms on 9/24, received revised terms, and sent a recommendation letter to the City on 10/1/25 for anticipated CC award on 10/6.
- PMR's recommendation is for HED to be the A/E for the entire project
- City Admin and PMR interviewed 3 CM firms on 9/24 and agreed to recommend two of those firms for FAC interviews on 10/21.

Upcoming Activities

PMR Procurement Activities-

- PMR/City interviews of CM firms took place on 9/24. FAC interview of two finalists will occur on 10/21, with a final CM award recommendation to be made at a November City Council meeting (tentative).

Governance

- PMR preparing governance documents clarifying roles and responsibilities for City Council, City Admin, PMR and other third parties as project moves forward.
- A draft will be circulated to City Administration for comments/feedback the week of 9/30.
- Once approved by City Admin, a draft will be sent to the FAC as a future committee discussion item.
- City Council's anticipated approvals consist of 1) Owner's Rep; 2) A/E firm; 3) CM firm; 4) Technology firm; 5) Governance Documents/Program budget; 6) Schematic design; 7) Design development; 8) Furniture vendor; 9) Contractor bid packages; 10) Change orders in excess of \$100,000 and/or change orders that exceed project contingency or program budget.
- PMR to submit a contract amendment reaffirming Owner's Representation scope of services and site responsibilities in addition to project budget. No new terms or fees are being presented to the city.

Areas for Discussion

Site Due Diligence / Budget Items Checklist:

- City / PMR to review Due Care Plan and strategize path forward.
- City / PMR to review any outstanding due diligence items for all three sites and to begin coordinating site analysis.

City of Novi Road Project

- Approx. \$20 million, which includes property acquisition and utilities
- PMR's assumption is that it is responsible for activities within the project sites, and that utilities are available at lot line; if not, City/OHM coordination needed with road project to ensure PSB and FS project sites are ready with utilities.
- City will be responsible for wetlands, contaminated soils and land clearing of the identified spoils pile at the Public Safety Building Site, and relocation and/or improvements of public utilities adjacent at Lee Begole Drive to facilitate the road improvements and PSB project.

Procurement and Contracts

- Intent is to award A/E on 10/6 and CM in November, with one year of design leading to a package for bid in Fall 2026 and construction in 2027.
- Site work/land clearing to occur 3rd Quarter 2026
- PMR working with PFM to further refine construction timeline in response to alternate bond issuance timeline(s).

Next PMR/City Administration meeting is 10/6/25

Agenda will include setting regular design meetings with the City and the A/E firm(s), governance, CM interviews with FAC on 10/21 and approval of A/E contract(s) by the CC at that night's meeting.