



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #32

As of:

9/17/2025

Overall
Status

In progress

PMR Previous Activities (October 2024 – August 2025)

PMR Procurement Activities

- FAC interviewed two A/E firms on 9/15. Both firms were acceptable. Per FAC direction, PMR will negotiate fees and scope with one (or both) firms for all (or a portion of) the design scope of the public safety project.
- City Admin and PMR have agreed to interview 3 CM firms on 9/24.

Upcoming Activities

PMR Procurement Activities

- ~~The Finance and Administration Committee (FAC) will interview two A/E firms at its 9/15 meeting from 5-7pm. As of today, PMR is recommending bifurcating the design program for this project and will discuss approach in person.~~
- ~~The Committee's recommendation of the A/E firm is scheduled to be made to City Council at the 9/22 Council meeting. PMR to provide recommendation letter.~~
- PMR/City interviews of CM firms to take place 9/24. FAC interview of two finalists will occur on 10/6, with a final CM award recommendation to be made at the 10/21 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 Admin for comments/feedback the week of 9/15.
- 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.

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.

Procurement and Contracts

- Intent is to award A/E in September or October and CM in October or 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).
- 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.

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, and CM interviews with FAC that night.