



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #13

As of:

4/23/2025

Overall
Status

In progress

PMR Previous Activities (October 2024 – April 2025)

PMR FS #4 Tour (4/1/25)

- FS 4 needs to be assessed later in the program once priority items from PSB/FS3/FS4/Road Construction are addressed

Site Selection (FS #2 alt site in progress – PMR deliverable)

- Offer submitted by PMR; executed Letter of Intent from owner expected. Once executed LOI is received, PMR will forward to the city's outside counsel for review

Community Center

- ~~PMR recommends a feasibility study to help determine not only the program and probable cost to construct but potential operating costs/revenues based on current local community center operations.~~ City Manager has asked for the costs associated with particular uses to inform City Council discussions.

Upcoming Activities

Royal Oak PD / W. Bloomfield FS Tour to be rescheduled

Education Plan

- PMR providing support for the City
- City landing webpage is now live

Request For Proposals

- PMR drafting RFPs for A/E and CM and recommending firms to be invited to bid
- PMR advising City as to procurement strategy

Appropriations Request

- PMR assisting the city with an application for a Community Project Funding Grant through Housing and Urban Development's Economic Development Initiative
- Cardenas and Zinser requesting letters of support (Oakland County, SEMCOG and Secret Service received; awaiting letter from MI State Police and possibly Congresswoman Stevens' office)
- Application due April 25 at 5pm

Areas for Discussion

Site Due Diligence / Budget Items Checklist:

- City / PMR to review Due Care Plan and strategize path forward

Procurement (PMR drafting recommendation letter to City Manager)

To establish guidelines for procuring professional services and maintaining the project schedule, PMR requests approval for an **invite-only Request for Proposal (RFP) and selection process.**

Construction Delivery Method (PMR drafting recommendation letter)

Selecting the construction delivery method is critical to the program schedule, enabling PMR and CON legal counsel to begin drafting the RFPs and contract documents for the Architect, Construction Manager, and Technology Consultant. Starting this process now will allow for final contract execution and a kick-off meeting immediately following a successful vote.

PMR recommends using the Construction Manager as a Constructor (CMc) for the construction delivery method.

Site Selection – Alt Site

Note: We will need reimbursement language so land purchase can be funded from bond proceeds

Upcoming Administration Meeting: 5/5/25

Future City/PMR meetings will occur first Monday of the month