



CITY OF NOVI
Administrative ePacket
April 10, 2025

Council Action/Attention

[Plante Moran Realpoint Update](#)

[PEX City Facility Use Update - Kieser](#)

[April 10 Council meeting responses](#)

Departmental Updates

[Quarterly Investment Report - Glenn & Johnson](#)

[Cricket Pitch Request](#)

[The Buzz Report](#)

For Your Information



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #11

As of:

4/9/2025

Overall
Status

In progress

PMR Previous Activities (October 2024 – April 2025)

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

~~FS #4 budget to be created.~~

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

Facility Conditions Assessment

~~Draft report sent to City Administration on 3/29/25; comments received 4/1/25.~~

- Final Report sent to City Administration on 4/7/25

Education Plan (in progress – City deliverable)

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

- Offer submitted by PMR

Upcoming Activities

Refine Cost Estimates (PMR – Complete for 3/10 Council meeting)

- FS #4 improvements to be identified with city per its request on 2/28/25

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
- PMR advising City as to procurement strategy

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.

Areas for Discussion

Site Due Diligence / Budget Items Checklist:

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

Procurement (discussed at 4/7/25 CON/PMR Meeting)

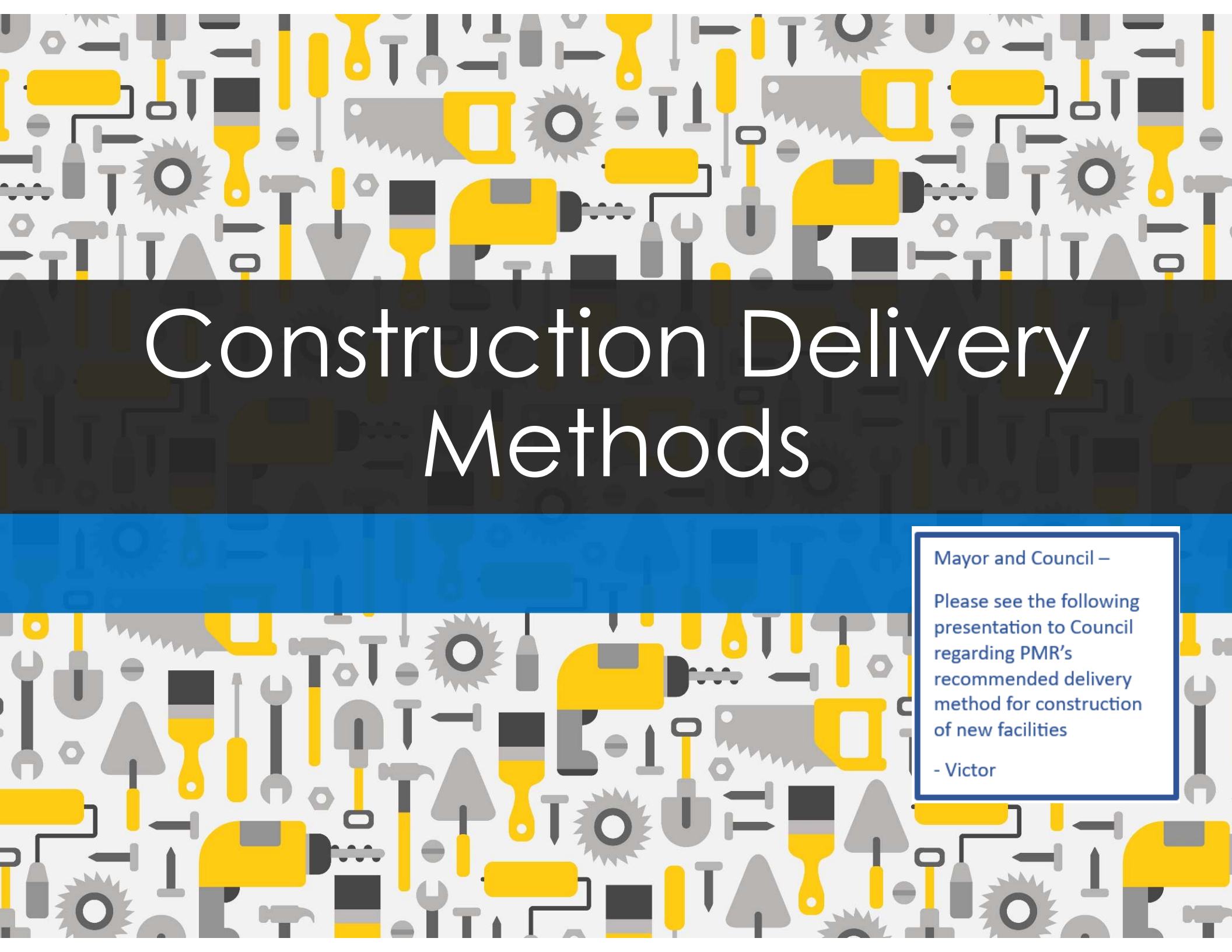
- PMR recommends CMc delivery method (see attached). Approval of the delivery method is the critical path item to move forward with the A/E RFP and getting a contract template established with CON legal. City open to delivery method, but would not approve without City Council being aware. City/PMR needs to confirm who at the City needs to officially approve this method and the timing of this decision.
- PMR further recommends an invite-only RFP process vs. public bid for professional services: CM and A/E. PMR will seek large national firms with local presence and public safety expertise for invitations to bid. City expressed no individual preference for CM and A/E firms.

Education Plan Roles and Responsibilities:

- City of Novi to lead all elements of the educational plan
- PMR will provide editorial support as needed upon request

Upcoming Administration Meeting: 5/5/25

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



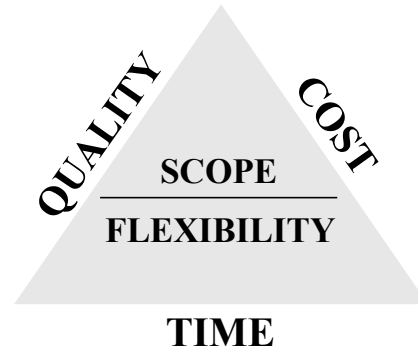
Construction Delivery Methods

Mayor and Council –

Please see the following presentation to Council regarding PMR's recommended delivery method for construction of new facilities

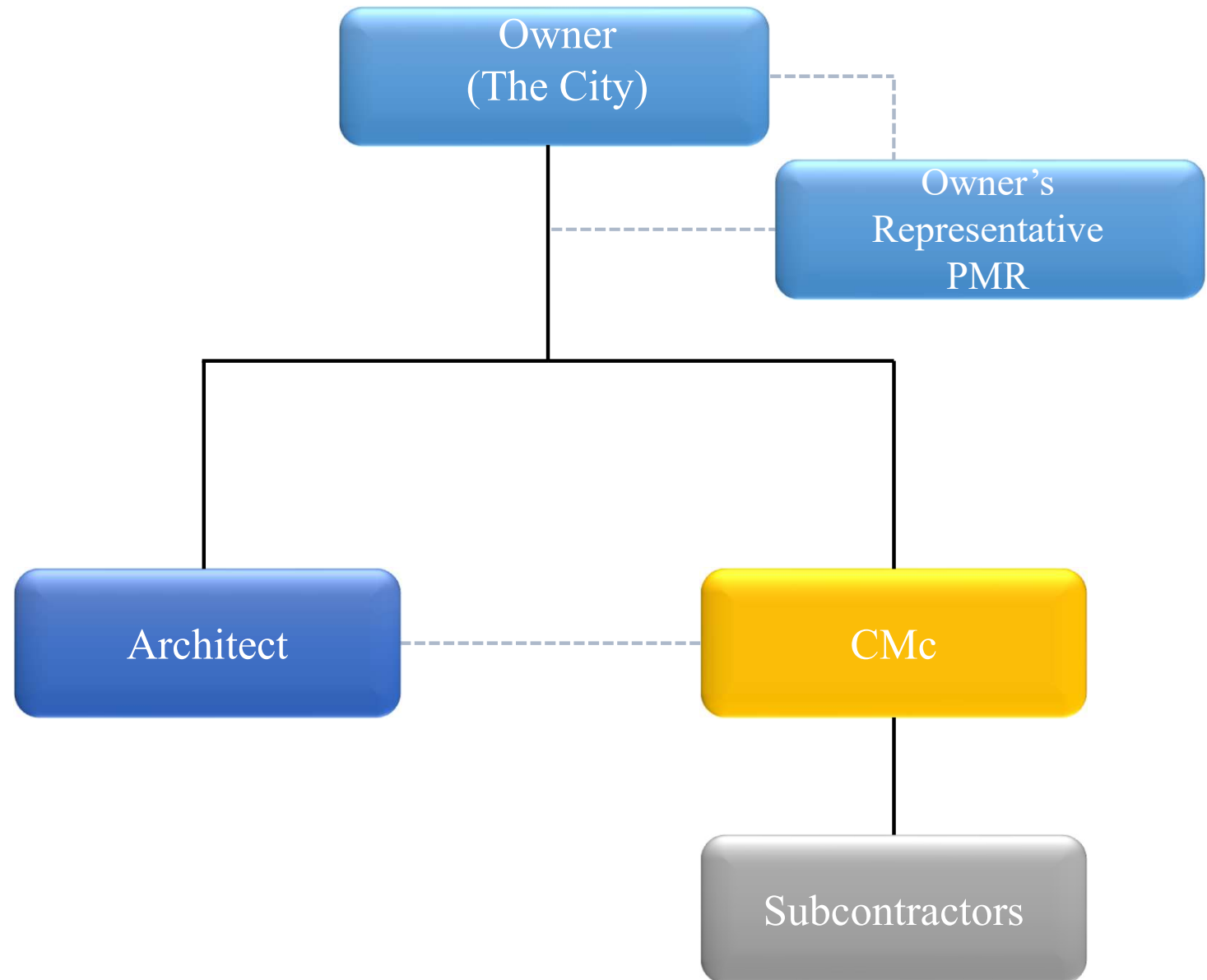
- Victor

Construction Project Delivery Methods



DELIVERY METHOD	SUITED FOR	SCOPE/ FLEXIBILITY	QUALITY (RISK FACTOR)	SCHEDULE (RISK FACTOR)	COST (RISK FACTOR)
General Contractor (GC)	Simple projects that are budgeted, but not schedule sensitive, and not subject to change.	Medium	Medium	High	Low
Construction Manager CMa – CM as Advisor	Large, complex, or multi-phase projects that are schedule sensitive or subject to change.	High	Medium	Medium	High
Construction Manager CMc – CM as Constructor	Large, complex, or multi-phase projects that are schedule sensitive or subject to change.	High	Low	Low	Medium
Design Build (D/B)	New construction that is time sensitive and has small user groups.	Medium	High	Low	Medium
Design Prime	New construction or direct replacement that has a very limited number of trades.	Medium	Medium	High	Low

Construction Manager – Constructor (CMc)





Construction Manager – Constructor (CMc)

ADVANTAGES

- Qualification-based selection
- CMc provides design-phase assistance in budgeting, preliminary scheduling, and constructability reviews
- Quality of subcontractors can be relatively assured
- CM hold subcontractors' contracts
- A team approach
- Ability to obtain GMP early in process
- Reduces change orders
- CM is responsible for budget and schedule overruns

Suited for: large, complex, and multi-phase projects that are schedule sensitive, difficult to define, or subject to potential changes.



Construction Manager – Constructor (CMc)

WHEN WE TYPICALLY USE

- Projects where preconstruction services are important
- Large public projects
- Large private projects
- Cost certainty for project financing

NUANCES

- Cost Plus vs. GMP
- GMP is only as good as it is tight
 - Clarifications
 - Exclusions
 - Allowances
 - Drawing omissions
 - Owner changes
- Double-bonding discussions early
- Insurance layering
- May impact A/E fees



plante moran
REALPOINT

Facility Condition Assessment

Prepared for the City of Novi

April 7, 2025

Mr. Victor Cardenas
City Manager, City of Novi
Novi Civic Center
45175 Ten Mile Road
Novi, Michigan 48375

April 7, 2025

Dear Mr. Cardenas:

Plante Moran Realpoint (PMR) was engaged to assess the City of Novi (CON) Police Station Building and Fire Stations 1, 2, and 3. The goal of this assessment was to provide CON with a capital planning template with three major components: critical need, deferred maintenance, and property enhancements.

With the understanding that the CON's intent was to use it as a road map to help establish needs for future capital planning, this assessment was intended to be at a high level; it was not exhaustive, nor did it include any destructive investigation. We conducted our assessment through multiple on-site visits, interviews with CON, and review of CON documentation. We wish to acknowledge all CON staff for their time, assistance, and cooperation in providing information for the preparation of this assessment.

The following report details these findings and their associated preliminary budgets. It is our sincerest hope that this document is found to be beneficial to the CON.

We would be happy to answer any questions that may arise as well as provide clarifications to any items found herein. Please feel free to contact me with any questions or concerns regarding this report.

Sincerely,

Plante Moran Realpoint

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SECTION A

Executive Summary

Executive Summary

Overview

Plante Moran Realpoint (PMR) performed this property assessment at the request of CON for their three fire stations and Police Station building located on their Civic campus.

Date(s) of Assessment:	November 13, 2024
City of Novi Staff Present:	Fire Chief John Martin, Facilities Manager Matt Turco
PMR Staff Present:	Brian Weber, Robert Stempien
Architect/Engineer Staff Present:	N/A
Number of Buildings:	4
Average Building Age:	N/A

Acknowledgements

For their assistance and cooperation, we wish to acknowledge all CON staff, administrators and all additional user groups who provided information for preparing this assessment report and during PMR's visit to each property.

Purpose

The purpose of this assessment is as follows:

- Observe and document readily visible potential site, materials, and building system defects that might significantly affect the value of the buildings and properties;
- Communicate conditions identified that may have a significant impact on the future operation of the buildings;
- Assist the City's leadership in identifying the buildings' critical needs in order to provide a rough order of magnitude of potential costs for capital improvement planning

Scope

This assessment report is based on the CON provided information and site visit(s) during which PMR performed a visual, nonintrusive, and nondestructive evaluation of various external and internal building components. This assessment is not a building code, safety, regulatory, or environmental compliance inspection.

PMR observed representative samples of the major building components and the physical conditions of the following:

- Site conditions
- Building structure
- Architectural (interior finishes)
- Mechanical and electrical systems
- Plumbing system (observations did not include collection or testing of water samples)

The City provided PMR with the following documentation to aid in the creation of this report:

- Property site plans
- Floor plans
- Roof plans
- Redstone Architects reports
- Sidock Architects reports
- Maintenance logs or reports

PMR took photographs to record the buildings' general conditions and to illustrate the specific observed deficiencies.

Assessment Report Executive Summary

The Facility Condition Assessment Report highlights several critical findings regarding the existing Police Station and Fire Stations #1, #2, and #3 in the City of Novi. Although the buildings have been well-maintained, they are past their useful life and are not adaptable. This report recommends considering new, modern and more efficient facilities to meet the current and future needs of the City of Novi.

Renovation of the existing facilities and sites would be cost-prohibitive or impractical for three primary reasons. First, the existing building structures, made of concrete block, would be difficult and costly to change to meet program needs. Second, the limited size of the fire station sites does not allow for expansion. And third, attempting to renovate the current buildings in use would cause disruptions to operations, impacting the efficiency and safety of the services provided.

Fire and Police Station Descriptions for Assessment Reports:

The recommendations and observations provided in the PMR assessment report are based on numerous interviews with Novi staff and administrative personnel and visual observations of the existing Fire Stations No. 1, 2, and 3 and the Police Station. It was beneficial to have collaborative user input, owner-provided reports and documents (e.g., Redstone Architects, Inc, 1-29-24 Public Safety Feasibility report), and numerous building tours to help understand the building, how the Police and Fire Departments operate within their respective buildings, and to identify site deficiencies.

The current Novi Police Station was built in 1980. Although well maintained, the building lacks adequate program space needs to serve the City of Novi's existing and future population. Most of the walls of this 45-year-old structure are concrete block, which makes renovating more expensive than other wall construction types. The age of the building will dictate the need for consistent investment into capital improvements related to the mechanical, electrical, plumbing, IT, and security systems, all of which have exceeded their useful life. The existing building contains approximately 38,000 s.f., but the Redstone report recommends a programmed building of 54,000 s.f. to meet current and future public safety needs. In the current police station, the dispatch area and support spaces are undersized, the locker facilities need upgrading, and the evidence and storage rooms are undersized to meet current operations.

While an addition (as originally proposed in Redstone's first report to CON) would improve the current facility, it would still fail to meet full programming efficiencies, achieve optimal sizing, and capture the benefits of a new, modern facility. A renovation and addition approach would require phased construction to limit impacts on current police operations and potentially require the relocation of staff and operations to temporary facilities. It is estimated that the cost of a significant renovation, with major impacts to building infrastructure, and addition could reach between \$40M to \$50M due to the building's construction/wall configurations and current space deficiencies.

Based on the growing City of Novi community needs as well as the programed spaces that are deficient in the current building, a new, more efficient facility should be considered.

Assessment Report Executive Summary

The three fire stations were built in the late 1970s/early 1980s, when the Novi population was about a third of what it is today. These buildings are modest in size (3,880, 5,117, and 9,980 s.f.) and lack the program needs for modern fire stations serving the population of Novi today and into the future. Some of the building and site program deficiencies include inadequate separation of clean areas (or “cold zones”) from first responders’ dirty and potentially contaminated areas (or “hot/warm zones”). It is important to separate these areas to avoid contaminants from a fire event entering the living environment of the fire station staff. It was also noted that sleeping quarters and associated support spaces for first responders were undersized, lacked privacy, and often had limited or nonexistent separation for male/female accommodations.

To right-size the buildings for the Novi community, a three-apparatus bay fire station would be the standard for operations. Currently, only one station contains three bays. The remaining two stations have two bays and are unable to expand to accommodate an additional bay due to site size restrictions. It is important to note that the Redstone report provides a recommendation for the City of Novi to have its fire station buildings accommodate a minimum of three bays and 14,500 s.f. of programed area on a minimum of 2 acres. This recommendation cannot be supported by either Fire Station No. 2 on the north end of the City or Fire Station No. 3 on the south end. Fire Station No. 1 has three bays but lacks separation between hot/warm zones and cold zones.

A breakdown of renovation costs for each building and associated sites are provided in the summary of costs in this Facility Condition Assessment. It is important to note these costs are to renovate existing spaces, not to expand or modify these buildings to meet current program needs. The undersized Fire Station sites are not able to accommodate needed apparatus bay additions or expansions to meet program requirement deficiencies. Further, it would be impractical to demolish and rebuild without compromising current fire safety needs for the City of Novi.

New sites for the fire stations and police station should be explored to allow for new, more efficient public safety buildings while maintaining current operations in the interim.

Police Station Building

Novi’s Police Station was built in 1980 to serve a population of approximately 22,000 residents. The building is located on the south side of Ten Mile Road between Novi Road to the east and Taft Road to the west within the municipal campus.

The Police Station is a one and two-story building housing the police, jail, training, and public safety administrative support functions. The building contains a jail on the north end with a training center located at the south end of the building. The Police Station is approximately 38,000 sq. ft. and is constructed with concrete masonry exterior bearing walls with a brick veneer. Most of the interior walls are 8” concrete masonry units (CMU) with an exterior 8” CM and a 4” brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

Assessment Report Executive Summary

The site has 106 parking spots located at the east side for staff and police vehicles and 38 parking spaces on the west end of the building for visitors. The Police Station has grass/landscaped areas on the immediate north side of the building and to the south near the ball fields. An emergency generator, chiller, and electrical transformer are located on the north side of the station on concrete pads.

Police Station Building Deficiencies:

- The 38,000 s.f. police station was built in 1980 (45 years old).
- The building is 30% smaller than the proposed 53,760 s.f. facility needed to serve the City of Novi into the future.
- Interior block walls hinder cost-effective renovation.
- The kitchen to serve dispatch is undersized.
- Flooding occurs in the lower-level electrical room.
- Flooding occurs in the mechanical room stairwell.
- The exterior mechanical room stairwell hinders dispatch expansion to the east.
- Structural cracks in northwest stairwell exterior wall.
- There is a lack of interior and exterior storage space.
- The HVAC system is antiquated and costly to maintain.
- There is a lack of security separations on second floor.
- The existing evidence room is significantly undersized.
- The one driveway for ingress and egress for facility is a security issue.
- There are roof leaks in the hallway connecting the training center and the main part of building.

Assessment Report Executive Summary

Fire Station No. 1

Fire Station No. 1 was built in 1981 to serve the central portion of the City of Novi. The station is located in an active commercial district on the south side of Grand River Avenue, a major thoroughfare, just east of Novi Road. The approximate building size is 9,980 s.f. The original station consisted of 6,481 sq. ft. and was expanded in 1988 with an addition. The station was the headquarters for the Fire Department and had offices for the Fire Chief, Deputy Chief, Fire Marshal, administrative staff, and the company of firefighters. The headquarters function was changed when the department went to the Public Safety Administration organization model, with the director of Fire and EMS, the Fire Marshal, and the associated staff moving to the Public Safety Department located in the Novi Police Station.

Fire Station No. 1 is a three-bay drive-through station with a one-story area adjacent to the apparatus bay housing support spaces, administration, and living quarters. It is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are 16" composite masonry walls composed of 12" concrete masonry units (CMU) with core-fill Styrofoam insulation and a brick masonry veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is relatively flat and no drainage problems are evident. The apparatus exit is on Grand River immediately adjacent to the Main Street/Grand River intersection. This location is challenged by a traffic congestion problem that has been increased by the commercial development to the north along Grand River/Town Center. Traffic signals are controlled by the station to allow for egress but are a defect in the value of this site.

The front and rear aprons at the apparatus bays are concrete. There is one barrier-free parking space in the five adjacent to the front entry of the station. There are 25 staff parking spaces in the southwest section of the site behind the station. Additional temporary parking is utilized adjacent to the south entrance of the apparatus bays.

There are landscaped areas to the north, east, and south sides of the building. The transformer and generator are located on a concrete pad on the south side of the building and screened by landscape materials.

Assessment Report Executive Summary

Fire Station No. 1 Deficiencies:

- The 9,980 s.f. Fire Station No. 1 was built in 1981 (44 years old) with an addition in 1988.
- The proposed combined Public Safety and Fire Station building calls for 4 apparatus bays. The current facility has 3 bays.
- The building is 47% smaller than the proposed four-bay, 18,940 s.f. fire station needed to serve the City of Novi into the future.
- Located at the congested intersection of Grand River and Town Center Drive
- Undersized and inefficient kitchen area.
- Poor visitor control due to two main entries.
- Lacks female first responder accommodations, with no separate female locker/shower room.
- Undersized bunk room.
- Bunk room has workstation partitions with poor sound control and privacy.
- Shower rooms are not separated from “clean” areas.
- Undersized electrical panels/capacity for expansion.
- Nonfunctioning hose tower.
- Workout facilities inadequate and undersized.
- Lack of interior and exterior storage space.
- Lack of office/workspace.
- No separation for security from public once inside building.
- False wall separating locker rooms from sleeping area.
- HVAC is antiquated and costly to maintain.
- Water infiltration at front exterior wall causes moisture issues inside building.

Assessment Report Executive Summary

Fire Station No. 2

Fire Station No. 2 was built in 1981 to serve the northwestern area of the City of Novi. The station is located in a residential district on the north side of Thirteen Mile Road, west of Novi Road, on the northeast corner of Paramount Street. The station was expanded and updated in 2009 following a space needs assessment report. Firefighters at this station also respond to water/ice rescues on Walled Lake.

Fire Station No. 2 is a two-bay drive-through station with a one-story area adjacent to the apparatus bay housing support spaces and administration and living quarters. The building is approximately 5,117 sq.ft. in size. The building is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are composed of 8" concrete masonry units (CMU) and a 4" brick veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane that sits over rigid insulation. It is situated on metal roof decking supported by structural steel joist and beams that bear on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is rectangular in shape and is approximately 0.62 acres in size. The site slopes from west to east with the most severe slope at the east end of the site. The site has three parking spots on the west side of the site including one barrier-free space, four parking spots located at the immediate east side adjacent to the building, and six spaces on the eastern edge of the site for staff and visitors. There is a concrete drive and parking on the west side of the building exiting onto Paramount Street. The entry drive is off of Thirteen Mile Road and the parking area is asphalt-paved with a 10 ft. concrete apron on the east side of the apparatus bays.

The station has grass/landscaped areas on the south side of the building along Thirteen Mile Road and natural vegetation on the north and east ends of the site. An emergency generator and electrical transformer are located on the south side of the station on concrete pads, screened by landscaping.

Assessment Report Executive Summary

Fire Station No. 2 Deficiencies:

- The 5,117 s.f. Fire Station No. 2 was built in 1981 (44 years old).
- 65% smaller than the proposed three-bay, 14,500 s.f. fire station needed to serve the City of Novi into the future.
- Only two apparatus bays with no room for expansion.
- Located in a residential neighborhood, which causes siren noise issues.
- Public visitors must use apparatus ingress approach drive to access the site
- Shower rooms are not separated from “clean” areas.
- Undersized bunk room.
- Exercise room undersized.
- The site is only 0.64 acres. The proposed new facility site size recommendation is a minimum of 2 acres.
- Lack of interior and exterior storage space.
- Lack of office/workspace.
- Apparatus bay epoxy floor surface is peeling.

Assessment Report Executive Summary

Fire Station No. 3

Fire Station No. 3 was built in 1978 to serve the southern area of the City of Novi. The station is located in an industrial district on the south side of Nine Mile Road between Novi Road and Meadowbrook on the west side of Roethel Drive.

Fire Station No. 3 is a 2-bay drive through station with a one-story area adjacent to the apparatus bay housing support spaces and administration and living quarters. The building is approximately 3,880 sq.ft. It is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are composed of 8" concrete masonry units (CMU) and a 4" brick veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is trapezoidal in shape and is approximately 1.2 acres in size. The site is located in an industrial district. The north side of the property slopes steeply to Nine Mile Road, and there is a tendency for storm drainage and flooding problems. The building is set back approximately 120 ft. from the right-of-way of Nine Mile Road and approximately 90 ft. from the right-of-way of Roethel Drive to the east. The apparatus drive enters and exits on Roethel Drive. The east side apron is poured concrete and there is no west apron at the apparatus bay. The drive is asphalt paving. The fire station has a main entrance on the east side and secondary entrance on the west and south elevations.

The site has four parking spots located at the west side for staff and 11 parking spaces on the north side for staff and visitors. There is one barrier-free space among the north parking spaces. The station has grass/landscaped areas on the immediate north side of the building and to the west beyond the drive. An emergency generator and electrical transformer are located on the north side of the station on concrete pads.

Assessment Report Executive Summary

Fire Station No. 3 Deficiencies:

- The 3,880 s.f. Fire Station No. 3 was built in 1978 (47 years old).
- 73% smaller than the proposed three-bay 14,500 s.f. fire station needed to serve the City of Novi into the future.
- Only two apparatus bays, with no room for expansion
- The site is 1.2 acres. The proposed new site size recommendation is a minimum of 2 acres.
- Bumper width at OH doors restrict ingress and egress.
- Poor soils – pavement settlement at apparatus bays.
- The apparatus bay drive is asphalt rather than concrete.
- Storm drainage and flooding problems.
- Bunk rooms have workstation partitions.
- Locker room is combined with bunk area.
- Limited storage areas.
- Shower rooms are not separated from “clean” areas.
- Lack of office/workspace.
- No separation for security from public once inside building.
- Exterior block walls allow moisture into building.

Assumptions & Clarifications

CITY OF NOVI ASSUMPTIONS / CLARIFICATIONS	
• The site and building assessments do not include building expansions/additions to accommodate current/deficient building program needs. • A 5% yearly escalation percentage was used for this report for budgeting purposes. • Large equipment needs such as fire trucks, ambulances, man trucks etc., are not included in this capital plan	

Capital Improvement Costs: Terminology

The following terms are used throughout the report and are defined as noted.

Good
(G)

Observed to be of average to above-average condition for the building system or material assessed, with consideration of its age, design, and geographical location. Generally, other than normal maintenance, no work is recommended or required.

Fair
(F)

Observed to be of average condition for the building system evaluated. Satisfactory; however, some short-term and/or immediate attention is required or recommended (primarily due to normal aging and wear of the building system) to return the system to a good condition.

Poor
(P)

Observed to be of below-average condition for the building system evaluated. Requires immediate repair, significant work, or replacement is anticipated to return the building system or material to an acceptable condition.

Priority
I

Items that, through our observations or discussions, may require capital expenditure within the next 1 to 3 years by virtue of current condition, remaining useful life, or the priorities.

Priority
II

Items that, through our observations or discussions, may require capital expenditure within the next 4 to 6 years by virtue of current condition, remaining useful life, or priorities.

Priority
III

Items that, through our observations or discussions, may require capital expenditure within the next 7 to 10 years by virtue of current condition, remaining useful life, or priorities.

Opinion of Probable Cost

Based upon observations during our site visit and information received from our interviews with building users, which for the purpose of this report was deemed reliable, PMR prepared general scope opinions of probable cost based on appropriate remedies for the deficiencies noted. Such remedies and their associated cost were considered commensurate with the subject's position in the market and prudent expenditures. These opinions are for components of systems exhibiting significant deferred maintenance and existing deficiencies requiring major repairs or replacement. Repairs or improvements that could be classified as cosmetic, a decorative part or parcel of a building renovation program, routine, or normal preventative maintenance were included as property enhancements. The costs provided are based on mid-level commercial pricing.

Our intent in this report is to outline material physical deficiencies and the corresponding opinion of probable costs that are commensurate with the complexity and age of the buildings. Opinions of probable costs that are a threshold amount of approximately \$1,000 or less are omitted from our review.

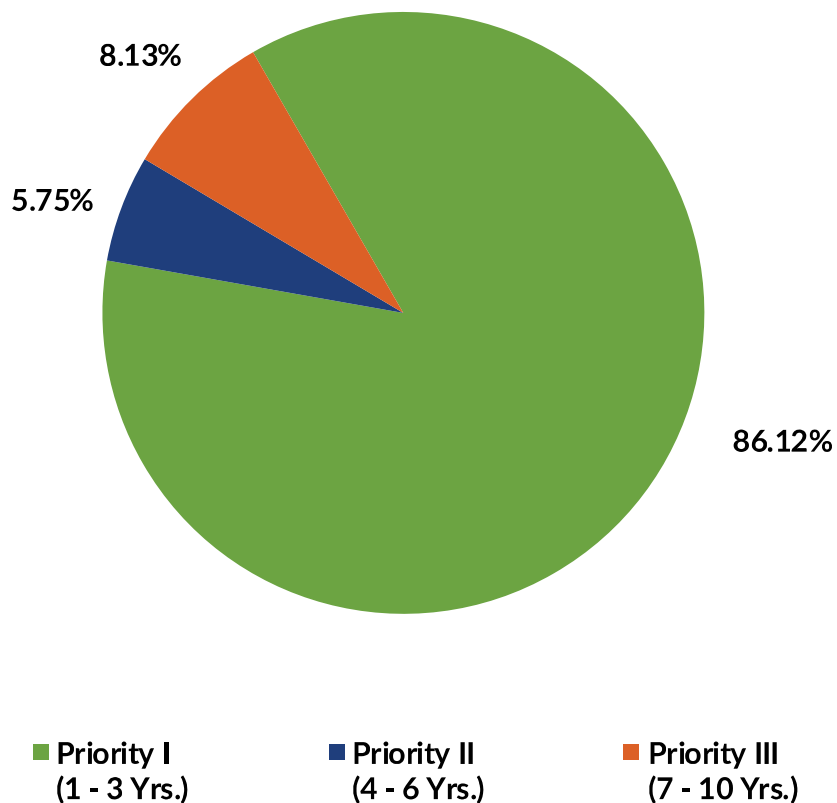
Replacement and repair preliminary budgets are based on approximate quantities. Specific building square footages are estimates based on the information provided by the CON. A detailed inventory of quantities for cost estimating is not a part of the scope of this report. Budgets were derived using Metro Detroit area material and labor costs. As this report projects costs over the next 10 years, PMR utilized a reasonable cost escalation factor for these costs based on the anticipated time of improvement implementation.

Please note that the budget values in this report are conceptual values only, and do not represent hard bid market pricing our opinions of probable costs will likely vary from actual market conditions. These conceptual budget values are intended for a high-level planning approach by the CON in consideration for future renovations of the aforementioned buildings. We highly recommend that, if any of the recommendations are to move forward accordingly, the CON (a) have a formal design completed by a registered architectural or engineering firm and (b) in conjunction with its registered architectural or engineering firm and construction professional develop a refined preliminary budget and (c) undergo the formal competitive bid process per the requirements set forth.

Summary of Costs by Priority

CITY OF NOVI SUMMARY OF COSTS BY PRIORITIZATION FACILITY ASSESSMENT					
Bldg #	Name of Building	Priority I (1 - 3 Yrs.)	Priority II (4 - 6 Yrs.)	Priority III (7 - 10 Yrs.)	Complete Cost with Escalation
1	Police Station Building	\$9,847,670	\$388,471	\$1,232,914	\$11,469,054
2	Fire Station 1	\$3,127,970	\$14,302	\$167,454	\$3,309,726
3	Fire Station 2	\$1,626,615	\$297,958	\$39,462	\$1,964,035
4	Fire Station 3	\$1,425,615	\$369,404	\$73,234	\$1,868,253
TOTAL BUILDINGS BUDGET		\$16,027,871	\$1,070,134	\$1,513,063	\$18,611,068

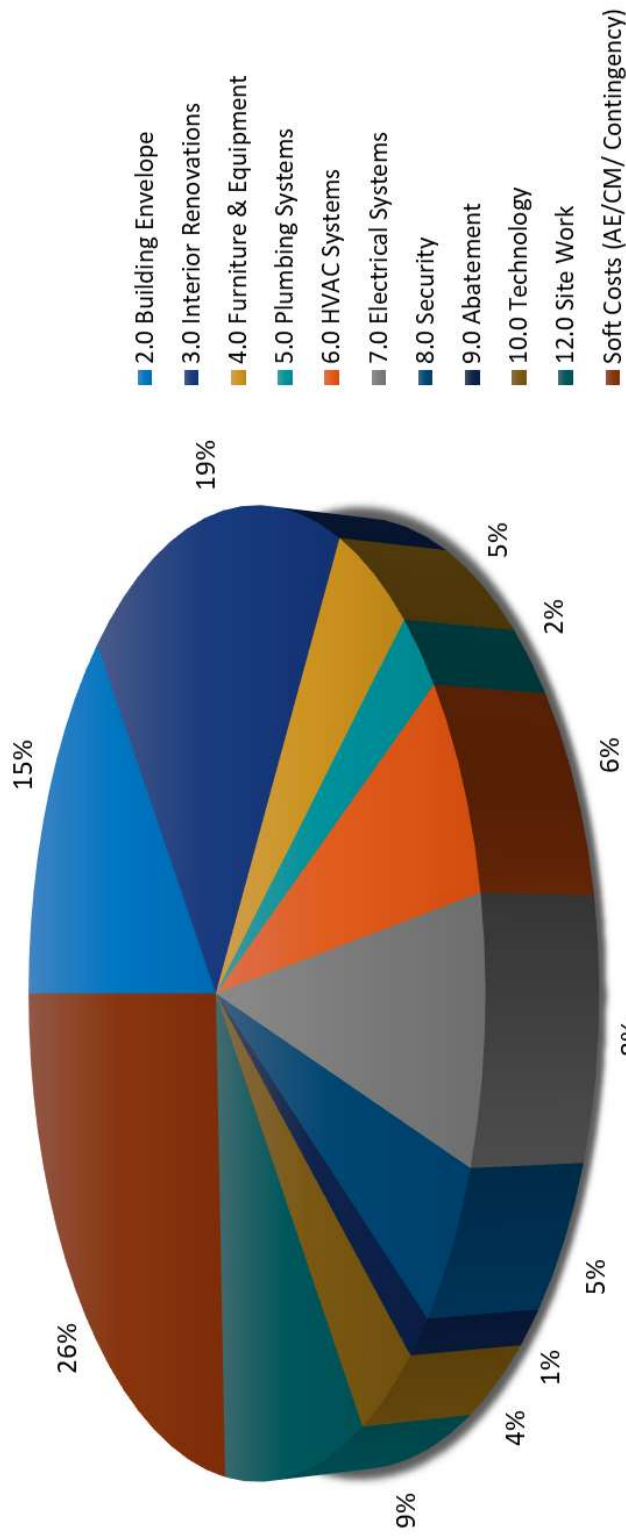
Cost Priority



Summary of Costs by Category - Escalated

CITY OF NOVI																
SUMMARY OF COSTS BY SCOPE OF WORK (ESCALATED)																
Bldg #	Name of Building	Net Present Value	1.0 New Construction	2.0 Building Envelope	3.0 Interior Renovations	4.0 Furniture & Equipment	5.0 Plumbing Systems	6.0 HVAC Systems	7.0 Electrical Systems	8.0 Security	9.0 Abatement	10.0 Technology	11.0 Buses	12.0 Site Work	Soft Costs (AE/CM/Contingency)	Total Cost (Escalated)
1	Police Station	\$10,992,073	\$0	\$1,795,890	\$2,415,325	\$703,956	\$262,724	\$596,409	\$870,914	\$220,000	\$108,680	\$627,000	\$0	\$1,028,485	\$2,839,672	\$11,469,054
2	Fire Station 1	\$3,252,116	\$0	\$527,799	\$559,237	\$60,500	\$103,730	\$225,170	\$376,706	\$234,300	\$55,000	\$16,500	\$0	\$245,301	\$905,484	\$3,309,726
3	Fire Station 2	\$1,882,477	\$0	\$221,941	\$267,211	\$60,500	\$45,760	\$233,750	\$78,905	\$234,300	\$55,000	\$16,500	\$0	\$221,611	\$528,557	\$1,964,035
4	Fire Station 3	\$1,759,254	\$0	\$223,227	\$222,285	\$55,000	\$70,180	\$139,700	\$93,575	\$228,800	\$55,000	\$16,500	\$0	\$260,718	\$503,269	\$1,868,253
TOTAL		\$17,885,920	\$0	\$2,768,856	\$3,464,057	\$879,956	\$482,394	\$1,195,029	\$1,420,100	\$917,400	\$273,680	\$676,500	\$0	\$1,756,115	\$4,776,981	\$18,611,068

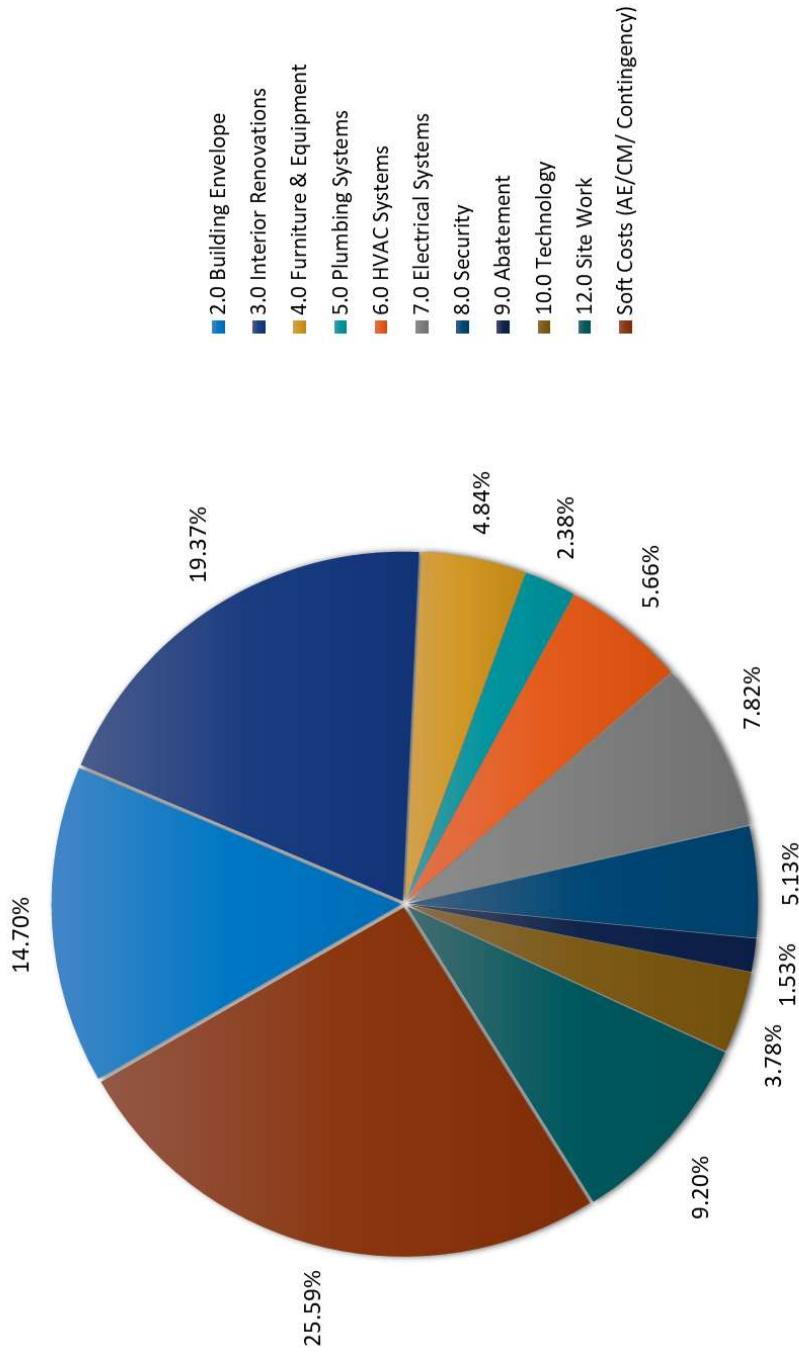
Cost by Category (Escalated)



Summary of Costs by Category – Net Present Value

CITY OF NOVI															
SUMMARY OF COSTS BY SCOPE OF WORK (NET PRESENT VALUE)															
Bldg #	Name of Building	Net Present Value	1.0 New Construction	2.0 Building Envelope	3.0 Interior Renovations	4.0 Furniture & Equipment	5.0 Plumbing Systems	6.0 HVAC Systems	7.0 Electrical Systems	8.0 Security	9.0 Abatement	10.0 Technology	11.0 Buses	12.0 Site Work	Soft Costs (AE/CM/Contingency)
1	Police Station	\$10,992,073	\$0	\$1,693,164	\$2,415,325	\$689,700	\$245,300	\$509,190	\$851,378	\$220,000	\$108,680	\$627,000	\$0	\$922,273	\$2,710,063
2	Fire Station 1	\$3,252,116	\$0	\$527,799	\$559,237	\$60,500	\$87,890	\$204,050	\$374,330	\$234,300	\$55,000	\$16,500	\$0	\$243,164	\$989,347
3	Fire Station 2	\$1,892,477	\$0	\$221,941	\$267,211	\$60,500	\$37,840	\$184,250	\$78,905	\$234,300	\$55,000	\$16,500	\$0	\$220,318	\$505,712
4	Fire Station 3	\$1,759,254	\$0	\$186,607	\$222,285	\$55,000	\$54,340	\$114,950	\$93,575	\$228,800	\$55,000	\$16,500	\$0	\$259,459	\$472,738
TOTAL		\$17,885,920	\$0	\$2,629,511	\$3,464,057	\$865,700	\$425,370	\$1,012,440	\$1,398,188	\$917,400	\$273,680	\$676,500	\$0	\$1,645,214	\$4,577,861

Cost by Category (Net Present Value)



Statement of Limitations

This assessment report represents a statement of the physical condition of the buildings and properties based upon visual site observation. It applies only to those portions of the property, items, and equipment that PMR staff were able to visually observe. Walls and ceilings were not opened to observe covered, hidden, or concealed conditions. PMR's assessment of plumbing systems did not include the collection or testing of water samples to determine water quality. The assessment of mechanical systems and equipment is based on general observations of condition and/or age and not a full diagnostic or inspection by a certified maintainer.

In addition, PMR did not sample any property components or test nonfunctioning equipment at the time the assessment was conducted. Minimal as-built or record drawings and specifications were available only to the extent described in this report. PMR's assessment, analysis, and recommendations are, in whole or in part, dependent on the information provided by CON and other third parties. PMR cannot provide an opinion on the reliability of such information, and inaccuracies in such information may impact our assessment, analysis, and recommendations.

This assessment may identify items by third-party architects that do not appear to be in general conformance with the Title III (ADA) requirements; correction of these reported items may not bring the property into total compliance with ADA. While opinions of cost to correct or remove noted barriers are provided herein, they do not constitute an opinion that elimination of the barriers is "readily achievable" and not an "undue burden" as defined by ADA. The owner must determine this issue. Such opinions are subject to the limitations on opinions of probable cost set forth in Section A (Opinion of Probable Cost). While PMR will communicate items of concern regarding compliance with title III and/or other codes it has observed, PMR makes no representation that the identified items of concern are actual code violations or are inclusive of any and all potential code violations. This assessment is not a building code, safety, regulatory, or environmental compliance inspection.

This assessment does not include any services (including the collection or testing of samples) related to known or unknown Constituents of Concern. Constituents of Concern shall include: (i) asbestos, (ii) petroleum, (iii) radioactive material, (iv) polychlorinated biphenyls (PCBs), (v) hazardous waste, (vi) lead, or (vii) any substance, product, waste, or other material listed under any other federal, state, or local (meaning any applicable jurisdiction) statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material. The parties further acknowledge that PMR is not and shall not be required to be an "owner," "arranger," "operator," "generator," or "transporter" of any Constituents of Concern.

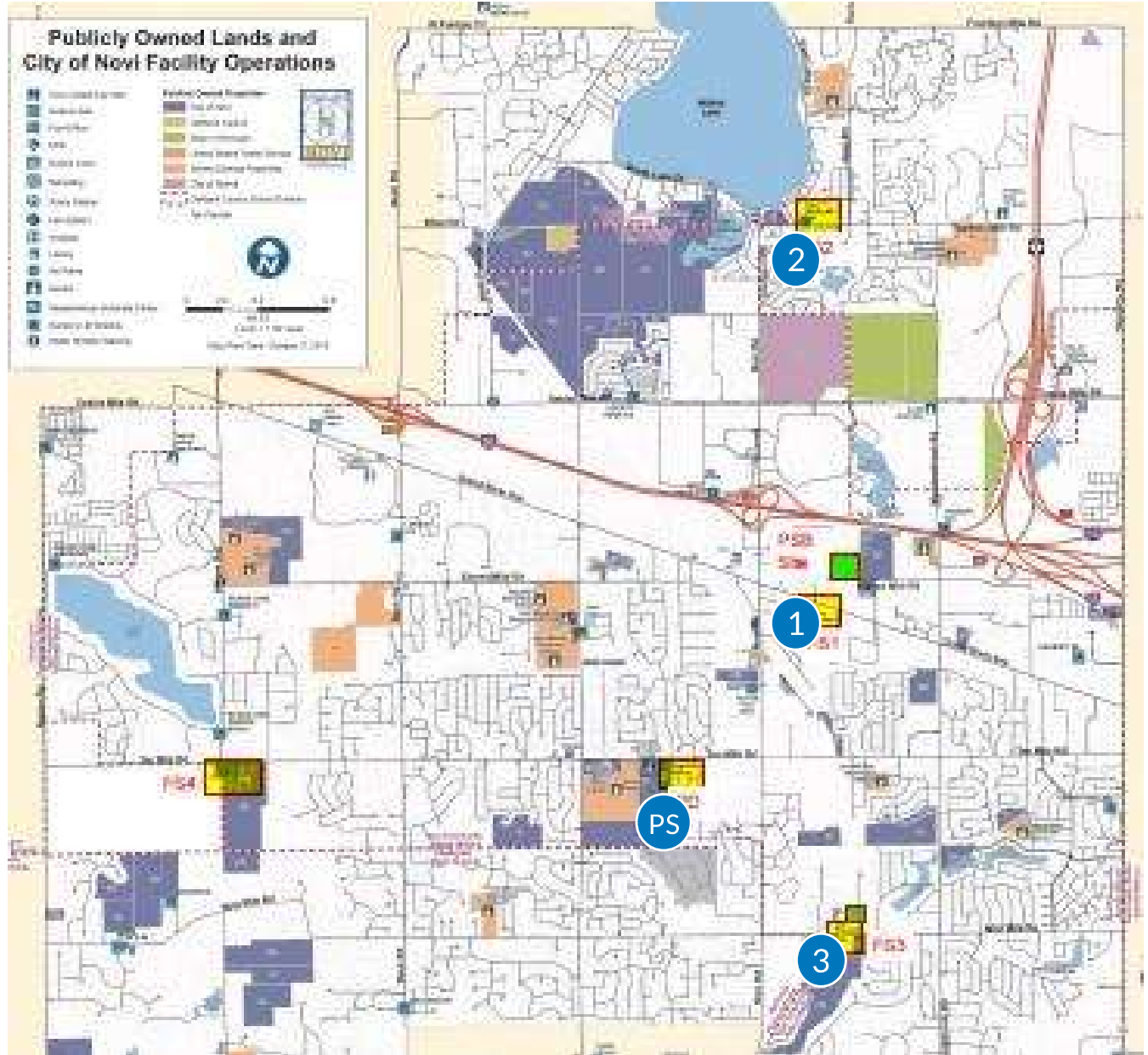
This report was prepared for and intended solely for the information use of CON and may not be used or relied upon by another party without the express written authorization of PMR. The contents of the report are based on the relevant information available, and the condition observed at the time of issuance. Information and conditions are subject to change, and PMR assumes, no responsibility to update this report in the event of such change. This assessment report should be read in its entirety. Information provided in the various sections is complementary and, in some instances, provides additional explanation of information concerning the assessment. Therefore, interpretations and conclusions drawn by reviewing only specific sections are the sole responsibility of the user.

SECTION B

Property Locations

Property Locations

Building Locations Map | City of Novi, Michigan



CITY OF NOVI FACILITY LIST							
Bldg #	Name of Building	Address	City	Year Built	Year(s) Remodeled	Site Size (acres)	Total SF
1	Police Station Building	45125 W 10 Mile Road	Novi	1980			38,000
2	Fire Station 1	42975 Grand River Ave	Novi	1981	Addition - 1988		9,980
3	Fire Station 2	1919 Paramount Street	Novi	1981	Addition - 2009	0.62 acres	5,117
4	Fire Station 3	42785 9 Mile Road	Novi	1978		1.2 acres	3,880

SECTION C

Individual Building Assessments

Police Station Building



Address:	45175 West 10 Mile Road
Year Built:	1980
Square Footage:	38,000
Site Area:	Part of municipal campus
Parking Spaces:	144
Stories:	2
Basement:	Yes
Elevator(s):	Yes
Exterior Façade:	Brick
Roof:	Single Ply
Fire Protection:	Partial

Site Plan



Description for Assessment Report

Police Station Building

Novi's Police Station was built in 1980 to serve a population of approximately 22,000 residents. The building is located on the south side of Ten Mile Road between Novi Road to the east and Taft Road to the west within the municipal campus.

The Police Station is a one and two-story building housing the police, jail, training, and public safety administrative support functions. The building contains a jail on the north end with a training center located at the south end of the building. The Public Safety Building is approximately 38,000 sq. ft. and is constructed with concrete masonry exterior bearing walls with a brick veneer. Most of the interior walls are 8" concrete masonry units (CMU) with an exterior 8" CM and a 4" brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site has 106 parking spots located at the east side for staff and police vehicles and 38 parking spaces on the west end of the building for visitors. The Police Station has grass/landscaped areas on the immediate north side of the building and to the south near the ball fields. An emergency generator, chiller, and electrical transformer are located on the north side of the station on concrete pads.

Police Station Building Deficiencies:

- The 38,000 s.f. police station was built in 1980 (45 years old).
- The building is 30% smaller than the proposed 53,760 s.f. facility needed to serve the City of Novi into the future.
- Interior block walls hinder cost-effective renovation.
- The kitchen to serve dispatch is undersized.
- Flooding occurs in the lower-level electrical room.
- Flooding occurs in the mechanical room stairwell.
- The exterior mechanical room stairwell hinders dispatch expansion to the east.
- Structural cracks in northwest stairwell exterior wall.
- There is a lack of interior and exterior storage space.
- The HVAC system is antiquated and costly to maintain.
- There is a lack of security separations on second floor.
- The existing evidence room is significantly undersized.
- The one driveway for ingress and egress for facility is a security issue.
- There are roof leaks in the hallway connecting the training center and the main part of building.

Police Station Building (continued)

Summary of Budgets

Police Station Building					Cost Data								
					Building SF	Specification Factor =	1.00 (Medium)						
					38,000	Geographic Factor =	1.00 (U.S. Median)						
						Cost Escalation Factor =	1.10 Spring 2026	Cost Escalation Factors	1.10	1.30	1.48		
Program Area						Quantity	# of	As % of	Priority I	Priority II	Priority III		
						Per Unit	Unit	Total Units	Cost	(1 - 3 years)	(4 - 6 years)	(7 - 10 years)	
2.0 BUILDING ENVELOPE													
Roofing Work													
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered						15000	SF	1	15000	4.29%	\$471,900	\$0	\$0
Replace Roof (EPDM) - .60 Mil/Reinforced/Fully-Adhered						7400	SF	1	7400	2.12%	\$0	\$0	\$344,550
Windows													
Replace Exterior Window Systems						5,000	SF	1	5000	4.10%	\$450,450	\$0	\$0
Replace Exterior Storefront System						3,000	SF	1	3000	2.25%	\$247,500	\$0	\$0
Exterior Walls													
Re-Caulk Expansion Joints						1	Allowance	1	1	0.75%	\$82,500	\$0	\$0
Tuckpointing (Allowance)						1	Allowance	1	1	1.00%	\$110,000	\$0	\$0
Exterior Doors													
Exterior Aluminum Doors/Frames/Hardware - Single Door						1	EA	1	1	0.05%	\$4,950	\$0	\$0
Exterior Hollow Metal - Single Door						2	EA	1	2	0.08%	\$0	\$0	\$0
Exterior Hollow Metal - Double Door						2	EA	1	2	0.16%	\$18,040	\$0	\$0
Overhead Door Replacement						5	EA	1	5	0.60%	\$66,000	\$0	\$0
BUILDING ENVELOPE SUBTOTAL									15.40%	\$1,451,340	\$0	\$344,550	
3.0 INTERIOR/FINISHES													
Interior Doors & Hardware													
Replace Doors and Hardware						75	EA	1	75	2.14%	\$235,125	\$0	\$0
Ceilings													
Remove Existing & Install New Acoustic Tile Ceiling						32,000	SF	1	32000	2.50%	\$274,560	\$0	\$0
Flooring													
Remove & Replace Flooring - Carpet (Offices, Dispatch, Training Room)						12,000	SF	1	12000	0.91%	\$100,320	\$0	\$0
Remove & Replace Flooring - LVT						26,000	SF	1	26000	2.63%	\$288,860	\$0	\$0
Windows													
Remove & Replace Window Treatments						5,000	SF	1	5000	0.80%	\$88,000	\$0	\$0
Paint													
Painting Allowance						38,000	SF	1	38000	0.65%	\$71,060	\$0	\$0
Signage													
Replace Interior Signage						38,000	SF	1	38000	0.19%	\$20,900	\$0	\$0
Restrooms													
Renovate Men's Locker Room						1	Allowance	1	1	5.00%	\$550,000	\$0	\$0
Renovate Women's Locker Room						1	Allowance	1	1	2.00%	\$220,000	\$0	\$0
Renovate - Toilet Room (Group)						4	EA	1	4	2.00%	\$220,000	\$0	\$0
Casework & Countertops													
Misc. Casework Allowance						1	Allowance	1	1	2.00%	\$220,000	\$0	\$0
Other													
Elevator Cab Finishes Upgrade						1	Allowance	1	1	0.15%	\$16,500	\$0	\$0
Upgrades to Stairwells / Ballisters / Guardrails/ Etc.						2	EA	1	2	1.00%	\$110,000	\$0	\$0
INTERIOR/FINISHES SUBTOTAL									21.97%	\$2,415,325	\$0	\$0	
4.0 FURNITURE & EQUIPMENT													
General Furniture													
FFE Allowance						1	Allowance	1	1	6.00%	\$660,000	\$0	\$0
Other FF&E													
Maintenance/Custodial Equipment						1	Allowance	1	1	0.12%	\$0	\$0	\$19,536
Residential Appliances						1	Allowance	1	1	0.15%	\$0	\$0	\$24,420
FURNITURE & EQUIPMENT SUBTOTAL									6.27%	\$660,000	\$0	\$43,956	
5.0 PLUMBING SYSTEMS													
Fire Protection													
New Fire Suppression System						38,000	SF	1	38000	1.90%	\$209,000	\$0	\$0
Equipment & Fixtures													
Existing Lochinvar Hot Water Heater (110 gal)						1	EA	1	1	0.00%	\$0	\$0	\$0
Replace Flush Valves & Faucets						1	Allowance	1	1	0.20%	\$0	\$0	\$32,234
Piping													
Replace Piping, Valves & Unions						1	Allowance	1	1	0.13%	\$0	\$0	\$21,490
PLUMBING SYSTEMS SUBTOTAL									2.23%	\$209,000	\$0	\$53,724	

Police Station Building (continued)

Summary of Budgets

Police Station Building						Cost Data							
						Building SF	Specification Factor = 1.00 (Medium)	Geographic Factor = 1.00 (U.S. Median)	Cost Escalation Factors				
						38,000	Cost Escalation Factor = 1.10	Spring 2026	1.10	1.30	1.48		
Program Area						Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Priority I (1 - 3 years)	Priority II (4 - 6 years)	Priority III (7 - 10 years)
6.0 HVAC SYSTEMS													
Equipment													
Existing Bryant Boiler						1	EA	1	1	0.60%	\$66,000	\$0	\$0
Existing Bryant Boiler						1	EA	1	1	0.60%	\$0	\$0	\$97,680
Replace Boiler Pumps						4	EA	1	4	0.20%	\$22,000	\$0	\$0
Existing Trane Air Handling Units						2	EA	1	2	0.80%	\$88,000	\$0	\$0
Existing Carrier Air Handling Units						2	EA	1	2	0.80%	\$88,000	\$0	\$0
Existing Carrier Condensing Unit													
Existing Carrier Chiller; Serial # 4702R91240						1	EA	1	1	0.00%	\$0	\$0	\$0
Existing Mini Split Systems (Roof, Elevator Room, Computer Room)						3	EA	1	3	0.00%	\$0	\$0	\$0
Hydronic Piping													
Replace Piping, Valves & Unions						1	Allowance	1	1	0.09%	\$0	\$0	\$14,652
Other HVAC													
Air and Water Balance						38,000	SF	1	38000	0.15%	\$0	\$21,736	\$0
Commissioning						38,000	SF	1	38000	0.13%	\$0	\$19,019	\$0
Temperature Controls						38,000	SF	1	38000	1.25%	\$0	\$179,322	\$0
HVAC SYSTEMS SUBTOTAL										4.63%	\$264,000	\$220,077	\$112,332
7.0 ELECTRICAL SYSTEMS													
Power													
Power for IT Equipment & Upgrades						1	Allowance	1	1	0.18%	\$19,800	\$0	\$0
New Electrical Service						1	Allowance	1	1	1.20%	\$132,000	\$0	\$0
New Switchgear						1	Allowance	1	1	0.90%	\$99,000	\$0	\$0
Electrical Wiring Upgrades						1	Allowance	1	1	0.60%	\$66,000	\$0	\$0
Miscellaneous Power Allowance						38,000	SF	1	38000	0.19%	\$0	\$0	\$30,932
Panel Capacity Investigations and Re-tagging						1	Allowance	1	1	0.18%	\$0	\$0	\$29,304
Lighting													
Replace Lighting with LED's (New OS, Switching, etc.)						38,000	SF	1	38000	3.27%	\$359,480	\$0	\$0
Replace Exterior Wall Packs						12	EA	1	12	0.11%	\$11,880	\$0	\$0
Replace Exit Signs						12	EA	1	12	0.04%	\$4,818	\$0	\$0
Fire Alarm System													
Adjustments to Fire Alarm System						1	Allowance	1	1	0.12%	\$13,200	\$0	\$0
ELECTRICAL SYSTEMS SUBTOTAL										7.75%	\$810,678	\$0	\$60,236
8.0 SECURITY													
Security													
Security Allowance						1	Allowance	1	1	2.00%	\$220,000	\$0	\$0
SECURITY SYSTEMS SUBTOTAL										2.00%	\$220,000	\$0	\$0
9.0 ABATEMENT													
Abatement													
Abatement						38,000	SF BLDG.	1	38000	0.99%	\$108,680	\$0	\$0
ABATEMENT SUBTOTAL										0.99%	\$108,680	\$0	\$0
10.0 TECHNOLOGY													
Technology													
Misc. Technology Upgrades						38,000	SF	1	38000	5.70%	\$627,000	\$0	\$0
TECHNOLOGY SUBTOTAL										5.70%	\$627,000	\$0	\$0
12.0 SITE													
Paving													
Pavement Reconstruction - Remove Asphalt/Base & Repave (3.5" on 8" Stone) (LD)						75,500	SF	1	75500	4.99%	\$548,130	\$0	\$0
Sealcoating						75,500	SF	1	75500	0.15%	\$0	\$0	\$24,583
Parking Lot Pavement Markings						75,500	SF	1	75500	0.15%	\$0	\$0	\$24,583
Selective Sidewalk & Curb Replacement Allowance						1	Allowance	1	1	0.75%	\$27,500	\$35,750	\$40,700
Landscaping													
Improve Landscaping						1	Allowance	1	1	0.75%	\$0	\$0	\$122,100
Misc. Fencing Repairs						1	Allowance	1	1	0.50%	\$18,333	\$23,833	\$27,133
Address Drainage Issues at Mechanical Room Stairs						1	Allowance	1	1	0.50%	\$55,000	\$0	\$0
Other													
Monument Sign - Backlit						1	EA	1	1	0.28%	\$0	\$0	\$45,991
Replace Site Lighting Pole Fixture (LED)						12	EA	1	12	0.32%	\$34,848	\$0	\$0
SITE SUBTOTAL										8.39%	\$683,811	\$59,583	\$285,090
Building Infrastructure Improvement Total:									\$217.95	75.35%	\$7,449,834	\$279,660	\$899,888
Project Contingency:						10.00%				6.34%	\$616,283	\$27,966	\$85,593
Permits, Testing & Printing:						2.50%				1.74%	\$169,478	\$7,691	\$23,538
Professional Fees & Costs:						10.00%				8.00%	\$778,243	\$35,316	\$108,087
Construction Manager Fee & Costs:						12.00%				8.57%	\$833,831	\$37,838	\$115,808
PROJECT TOTAL										100.00%	\$9,847,670	\$388,471	\$1,232,914
										ESCALATED PROJECT TOTAL		\$11,469,054	

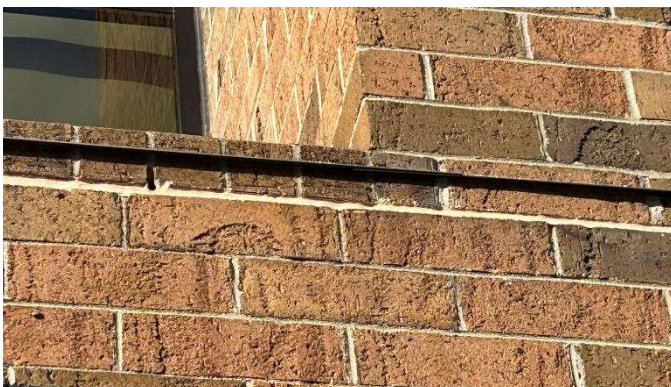
Police Station Building Photos

Photos



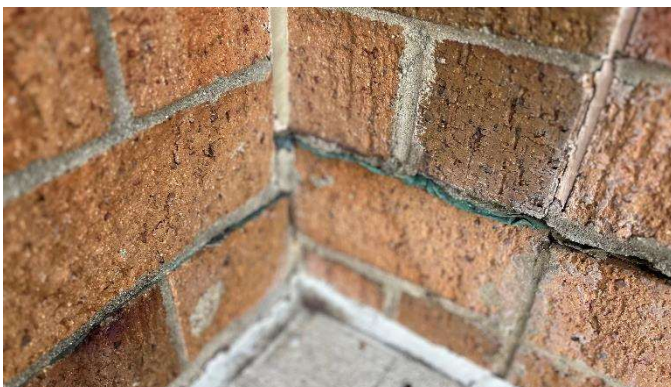
Police Station Building Photos

Photos



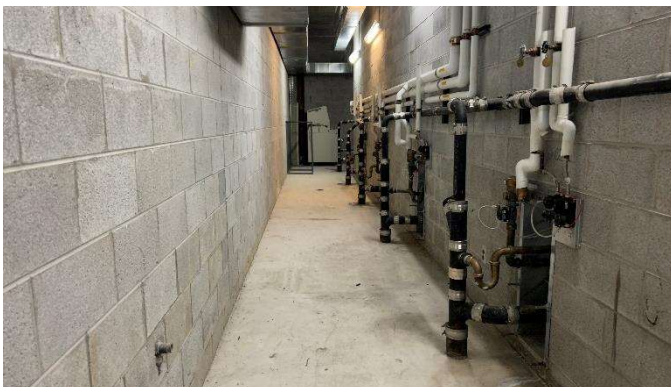
Police Station Building Photos

Photos



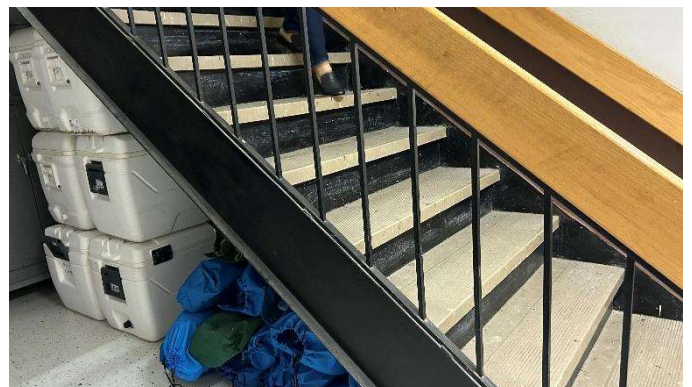
Police Station Building Photos

Photos



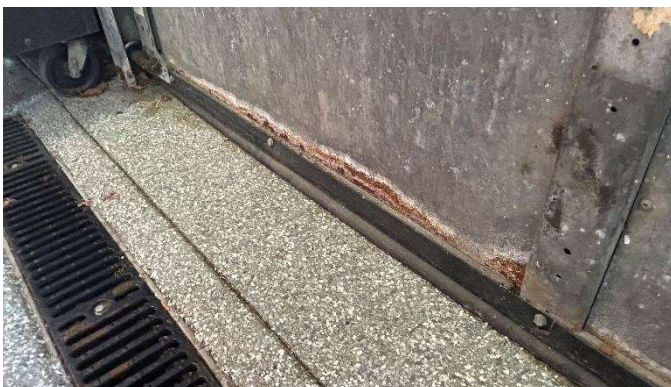
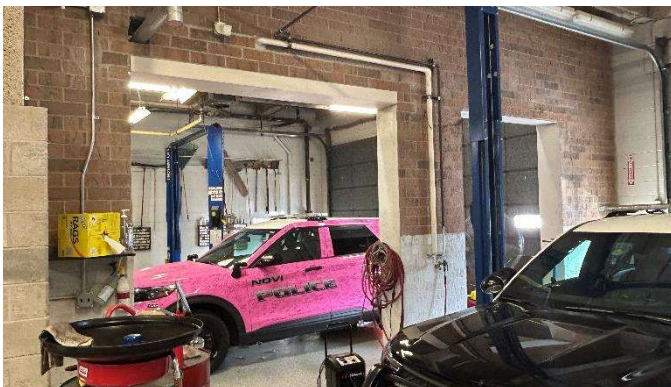
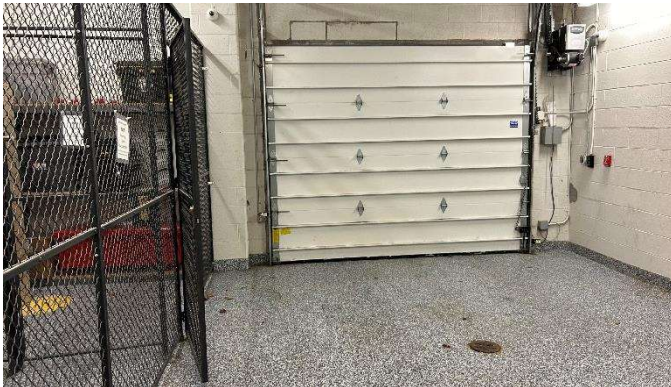
Police Station Building Photos

Photos



Police Station Building Photos

Photos



Conceptual Site Plan for Enhanced Police Facility Renovations and Additions

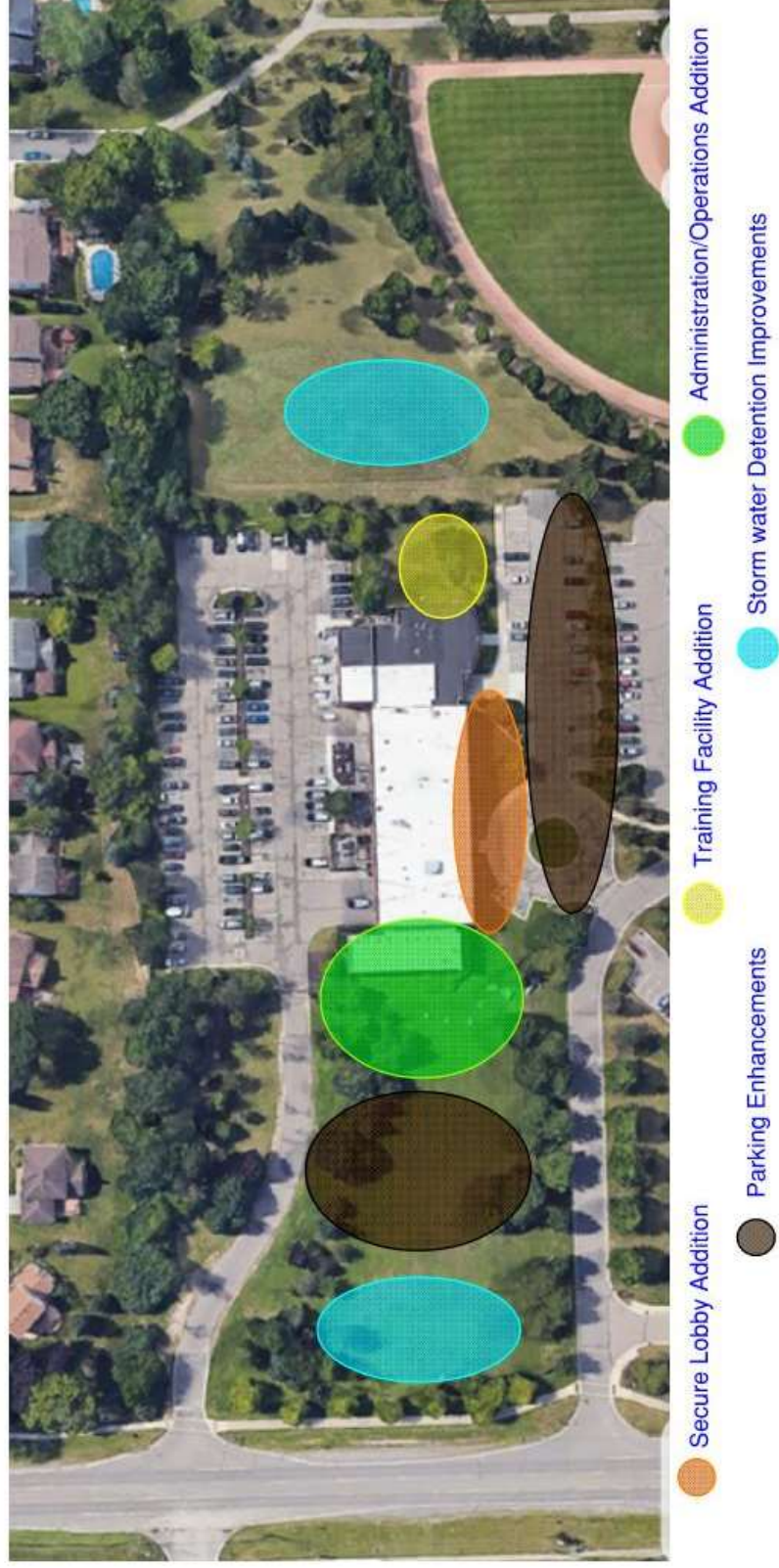
Existing Building Renovations : ~38,000SF @ ~\$400/SF to ~\$550/SF = ~\$15M to ~\$20M

-Major impacts to structural elements, infrastructure and utilities. Phased construction requiring displacement of staff and operations.

Building Additions: ~32,000SF @ ~\$850/SF to \$950 /SF = ~\$25M to \$30M

-Phased construction with impacts to site access, parking and building operations, confined to the existing site layout and potentially restrict programming efficiencies.

Total Conceptual Budget: ~\$40M to ~\$50M

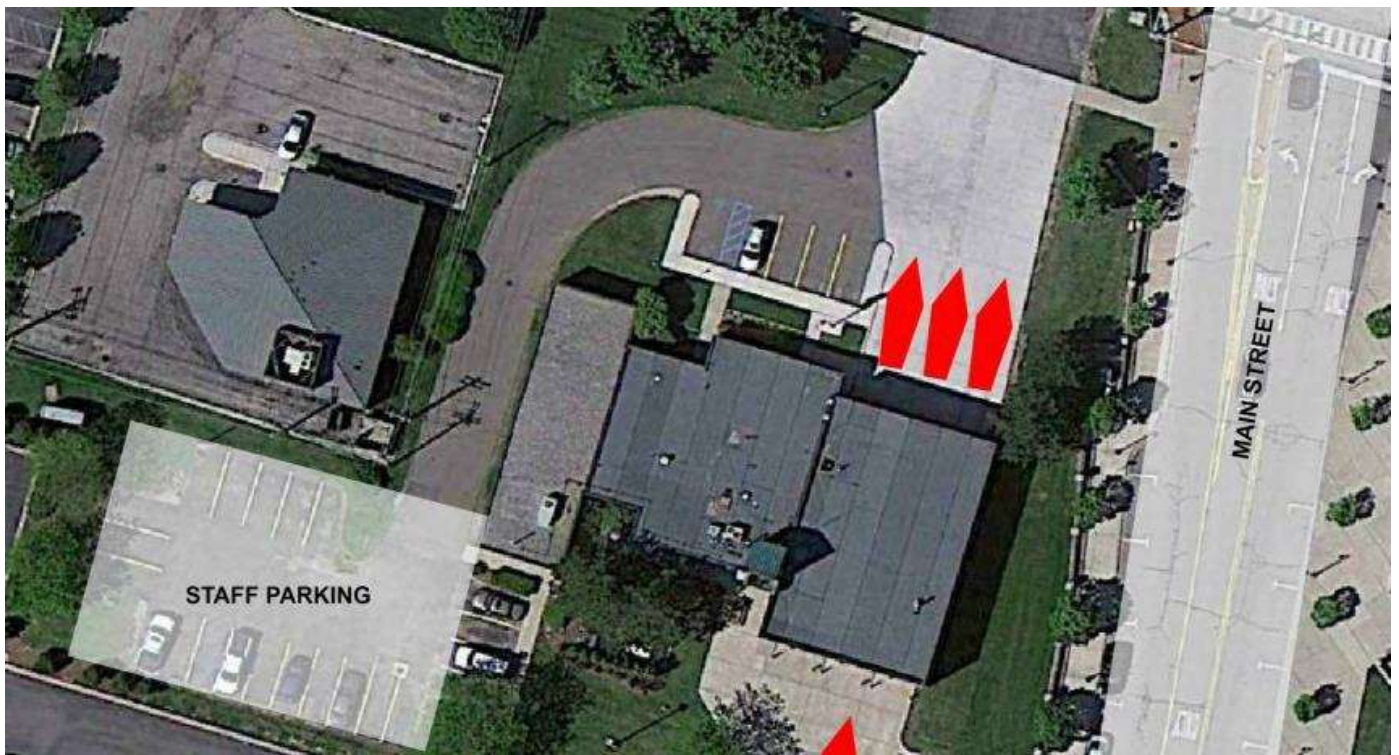


Fire Station #1



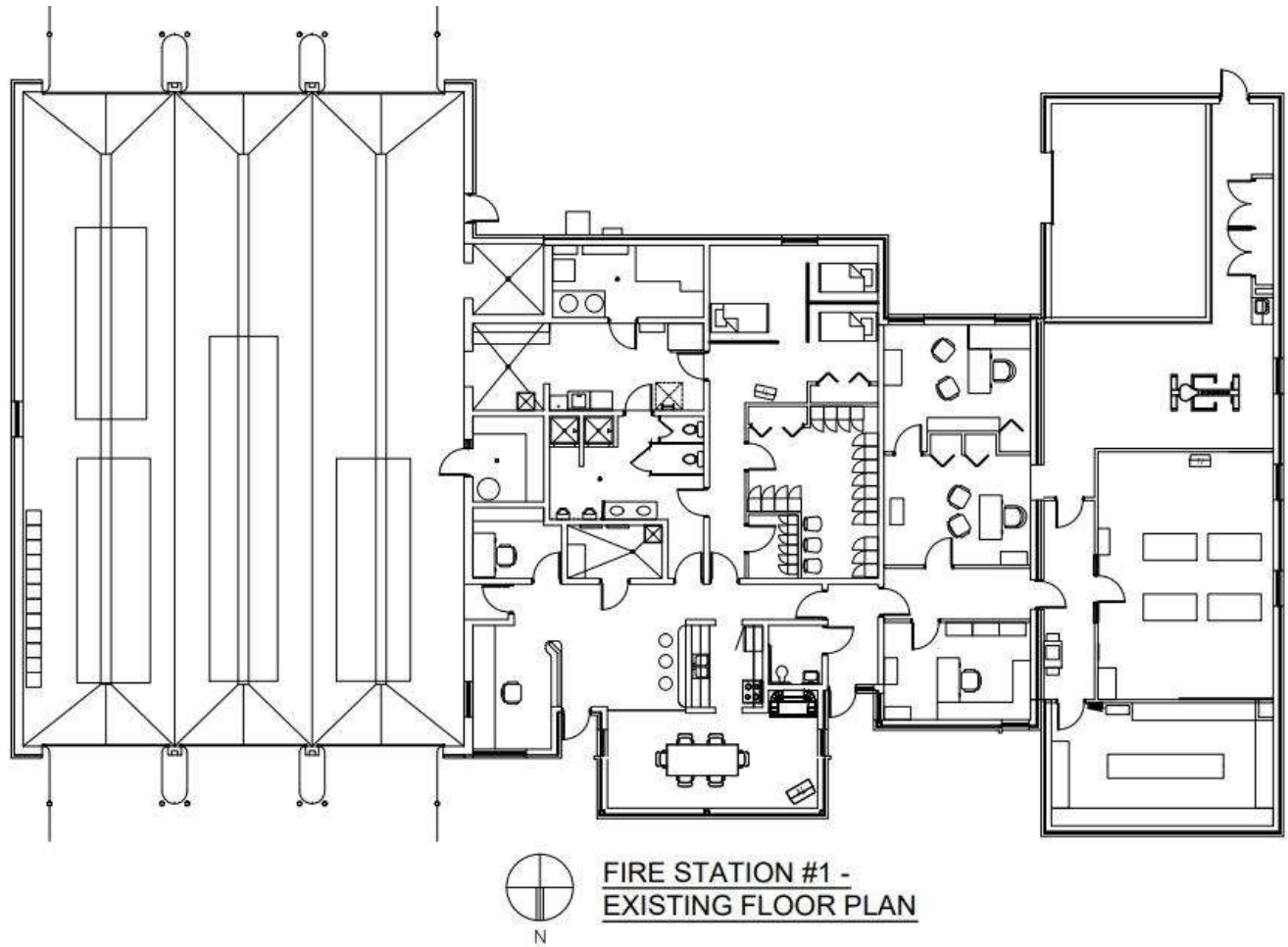
Address:	42975 Grand River
Year Built:	1981, 1988 addition
Square Footage:	9,980
Site Area:	2.4 acres
Parking Spaces:	25
Stories:	1
Basement:	No
Elevator(s):	No
Exterior Façade:	Brick
Roof:	Single Ply
Fire Protection:	Partial

Site Plan



Fire Station #1 (continued)

1st Floor Plan



Description for Assessment Report

Fire Station No. 1

Fire Station No. 1 was built in 1981 to serve the central portion of the City of Novi. The station is located in an active commercial district on the south side of Grand River Avenue, a major thoroughfare, just east of Novi Road. The approximate building size is 9,980 s.f. The original station consisted of 6,481 sq. ft. and was expanded in 1988 with an addition. The station was the headquarters for the Fire Department and had offices for the Fire Chief, Deputy Chief, Fire Marshal, administrative staff, and the company of firefighters. The headquarters function was changed when the department went to the Public Safety Administration organization model, with the director of Fire and EMS, the Fire Marshal, and the associated staff moving to the Public Safety Department located in the Novi Police Station.

Fire Station No. 1 is a three-bay drive-through station with a one-story area adjacent to the apparatus bay housing support spaces, administration, and living quarters. It is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are 16" composite masonry walls composed of 12" concrete masonry units (CMU) with core-fill Styrofoam insulation and a brick masonry veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is relatively flat and no drainage problems are evident. The apparatus exit is on Grand River immediately adjacent to the Main Street/Grand River intersection. This location is challenged by a traffic congestion problem that has been increased by the commercial development to the north along Grand River/Town Center. Traffic signals are controlled by the station to allow for egress but are a defect in the value of this site.

The front and rear aprons at the apparatus bays are concrete. There is one barrier-free parking space in the five adjacent to the front entry of the station. There are 25 staff parking spaces in the southwest section of the site behind the station. Additional temporary parking is utilized adjacent to the south entrance of the apparatus bays.

There are landscaped areas to the north, east, and south sides of the building. The transformer and generator are located on a concrete pad on the south side of the building and screened by landscape materials.

Description for Assessment Report

Fire Station No. 1 Deficiencies:

- The 9,980 s.f. Fire Station No. 1 was built in 1981 (44 years old) with an addition in 1988.
- The proposed combined Public Safety and Fire Station building calls for 4 apparatus bays. The current facility has 3 bays.
- The building is 47% smaller than the proposed four-bay, 18,940 s.f. fire station needed to serve the City of Novi into the future.
- Located at the congested intersection of Grand River and Town Center Drive
- Undersized and inefficient kitchen area.
- Poor visitor control due to two main entries.
- Lacks female first responder accommodations, with no separate female locker/shower room.
- Undersized bunk room.
- Bunk room has workstation partitions with poor sound control and privacy.
- Shower rooms are not separated from “clean” areas.
- Undersized electrical panels/capacity for expansion.
- Nonfunctioning hose tower.
- Workout facilities inadequate and undersized.
- Lack of interior and exterior storage space.
- Lack of office/workspace.
- No separation for security from public once inside building.
- False wall separating locker rooms from sleeping area.
- HVAC is antiquated and costly to maintain.
- Water infiltration at front exterior wall causes moisture issues inside building.

Fire Station #1

Summary of Budgets

Fire Station 1				Cost Data						
Building SF		Specification Factor = 1.00 (Medium)			Geographic Factor = 1.00 (U.S. Median)			Cost Escalation Factors		
9,980		Cost Escalation Factor = 1.10			Spring 2026			1.10	1.30	1.48
Program Area		Quantity	Unit	# of Units	Total Units	As % of Total Cost	Priority I (1 - 3 years)	Priority II (4 - 6 years)	Priority III (7 - 10 years)	
1.0 NEW CONSTRUCTION										
Building Additions										
NEW CONSTRUCTION SUBTOTAL						0.00%	\$0	\$0	\$0	
2.0 BUILDING ENVELOPE										
Roofing Work										
Replace Roof (PVC) - Existing Single Ply Membrane		9,980	SF	1	9980	9.65%	\$313,971	\$0	\$0	
Windows										
Replace Exterior Window Systems		310	SF	1	310	0.86%	\$27,928	\$0	\$0	
Address Steel Angles (Sand & Paint) - Overhead Doors, Man Doors, Windows		1	Allowance	1	1	0.17%	\$5,500	\$0	\$0	
Exterior Walls										
Re-Caulk Expansion Joints		1	Allowance	1	1	0.08%	\$2,750	\$0	\$0	
Tuckpointing / Masonry Restoration		1	Allowance	1	1	0.51%	\$16,500	\$0	\$0	
Exterior Soffits - Scrape, Touch-Up Paint		1	Allowance	1	1	0.08%	\$2,750	\$0	\$0	
Exterior Doors										
Overhead Door Replacement - Apparatus Bay		1	EA	6	6	4.06%	\$132,000	\$0	\$0	
Overhead Door Replacement		1	EA	1	1	0.41%	\$13,200	\$0	\$0	
Address Steel Door Jambes (Sand & Paint)		1	Allowance	1	1	0.07%	\$2,200	\$0	\$0	
Address Water Infiltration Issues - North Wall		1	Allowance	1	1	0.34%	\$11,000	\$0	\$0	
BUILDING ENVELOPE SUBTOTAL						16.23%	\$527,799	\$0	\$0	
3.0 INTERIOR/FINISHES										
Interior Doors & Hardware										
Replace Door Hardware - Knob Style		1	EA	24	24	0.70%	\$22,651	\$0	\$0	
Walls & Partitions										
New Drywall Walls - Bunk Rm. Partitions		1	Allowance	1	1	0.17%	\$5,500	\$0	\$0	
Ceilings										
Remove Existing & Install New Acoustic Tile Ceiling		2400	SF	1	2400	0.63%	\$20,592	\$0	\$0	
Flooring										
Remove & Replace Flooring - Carpet (Offices, Watch Rm, Dormitory, Day Rm.)		2,100	SF	1	2100	0.54%	\$17,556	\$0	\$0	
Remove & Replace Flooring - LVT (Kitchen / Dining Area)		350	SF	1	350	0.12%	\$3,889	\$0	\$0	
Install Rubber Flooring - Weight Room		560	SF	1	560	0.32%	\$10,472	\$0	\$0	
Remove & Replace Flooring - Hard Tile (Toilet Rms, Showers, Locker Rms.)		550	SF	1	550	0.82%	\$26,681	\$0	\$0	
Remove & Replace Apparatus Bay Floor Grates		210	SF	3	630	0.11%	\$3,465	\$0	\$0	
Address Concrete Floors (Mechanical, Hose Drying/Work Area)		2,000	SF	1	2000	0.12%	\$3,850	\$0	\$0	
Address Concrete Floors - Apparatus Bay (Prep Floor & Armour Tuff Product)		3,700	SF	1	3700	2.75%	\$89,540	\$0	\$0	
Windows										
Remove & Replace Window Treatments		1	Allowance	1	1	0.07%	\$2,200	\$0	\$0	
Paint										
Painting Allowance		3,000	SF	1	3000	0.17%	\$5,610	\$0	\$0	
Signage										
Replace Interior Signage		9,980	SF	1	9980	0.17%	\$5,489	\$0	\$0	
Restrooms										
Renovate - Toilet Room (Single / Staff)		1	EA	1	1	0.51%	\$16,500	\$0	\$0	
Renovate - Toilet Room (Group)		1	EA	1	1	2.20%	\$71,500	\$0	\$0	
Casework & Countertops										
Replace Cabinets - Base (Plam) - Watch Room		14	LF	1	14	0.12%	\$3,850	\$0	\$0	
Replace Countertops - Plastic Laminate - Watch Room		21.75	LF	1	21.75	0.07%	\$2,393	\$0	\$0	
Millwork - Training Room		1	Allowance	1	1	0.85%	\$27,500	\$0	\$0	
Other										
Renovate / Expand Kitchen		1	Allowance	1	1	1.69%	\$55,000	\$0	\$0	
Create Separate Women's Locker / Storage Rm.		1	Allowance	1	1	5.07%	\$165,000	\$0	\$0	
INTERIOR/FINISHES SUBTOTAL						17.20%	\$559,237	\$0	\$0	
4.0 FURNITURE & EQUIPMENT										
General Furniture										
FFE Allowance - Office, Beds, Dining		1	Allowance	1	1	1.35%	\$44,000	\$0	\$0	
Other FF&E										
Residential Appliances		1	Allowance	1	1	0.51%	\$16,500	\$0	\$0	
FURNITURE & EQUIPMENT SUBTOTAL						1.86%	\$60,500	\$0	\$0	
5.0 PLUMBING SYSTEMS										
Fire Protection										
New Fire Suppression System (currently only mechanical & storage rooms protected)		9,980	SF	1	9980	1.69%	\$54,890	\$0	\$0	
Equipment & Fixtures										
Replace Water Heater (Domestic) - American Water Heater Existing		1	EA	2	2	1.01%	\$0	\$0	\$48,840	
PLUMBING SYSTEMS SUBTOTAL						2.70%	\$54,890	\$0	\$48,840	

Fire Station #1

Summary of Budgets

Fire Station 1		Cost Data						
Building SF	Specification Factor = 1.00 (Medium)	Geographic Factor = 1.00 (U.S. Median)	Cost Escalation Factors			1.10	1.30	1.48
	9.980	Cost Escalation Factor = 1.10	Spring 2026					
Program Area	Quantity	Unit	# of Units	Total Units	As % of Total Cost	Priority I (1 - 3 years)	Priority II (4 - 6 years)	Priority III (7 - 10 years)
6.0 HVAC SYSTEMS								
Equipment								
Replace Roof Top Units (RTU) - Trane Packaged H/C Existing	1	EA	1	1	2.54%	\$82,500	\$0	\$0
Replace Condensing Unit (CU) - Bryant Existing	1	EA	1	1	0.85%	\$27,500	\$0	\$0
Replace Condensing Unit (CU) - Carrier Existing	1	EA	2	2	0.68%	\$22,000	\$0	\$0
Add Exhaust Fan - Kitchen	1	EA	1	1	0.25%	\$8,250	\$0	\$0
Other HVAC								
Exhaust System (Plymovent Existing) - Provide Additional Drops	1	Allowance	1	1	0.20%	\$6,600	\$0	\$0
Replace Existing Furnace - Carrier Furnaces w/ DX Coil Existing	1	EA	2	2	1.35%	\$0	\$0	\$65,120
Replace Infrared Tube Heater - Reznor Existing	1	EA	3	3	0.41%	\$13,200	\$0	\$0
HVAC SYSTEMS SUBTOTAL					6.27%	\$160,050	\$0	\$65,120
7.0 ELECTRICAL SYSTEMS								
Power								
New Power Receptacles - (Watch Room)	1	EA	4	4	0.16%	\$5,280	\$0	\$0
Replace Existing Electrical Panels	1	Allowance	1	1	2.20%	\$71,500	\$0	\$0
New Electrical Service	1	Allowance	1	1	4.06%	\$132,000	\$0	\$0
New Switchgear	1	Allowance	1	1	3.04%	\$99,000	\$0	\$0
Power for new HVAC / Additional Distribution	1	Allowance	1	1	0.51%	\$16,500	\$0	\$0
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	3,000	SF	1	3000	0.87%	\$28,380	\$0	\$0
Replace Exterior Wall Packs	1	EA	8	8	0.24%	\$0	\$10,296	\$0
Building Exterior/Site Lighting Allowance (Soffit Lighting)	1	Allowance	1	1	0.08%	\$2,750	\$0	\$0
Fire Alarm System								
Address Fire Alarm	1	Allowance	1	1	0.17%	\$5,500	\$0	\$0
Other								
Address Speaker System - Add Additional Coverage	1	Allowance	1	1	0.17%	\$5,500	\$0	\$0
ELECTRICAL SYSTEMS SUBTOTAL					11.51%	\$366,410	\$10,296	\$0
8.0 SECURITY								
Security								
Provide Secure Entry Vestibule	1	Allowance	1	1	6.70%	\$217,800	\$0	\$0
Security Allowance	1	Allowance	1	1	0.51%	\$16,500	\$0	\$0
SECURITY SYSTEMS SUBTOTAL					7.20%	\$234,300	\$0	\$0
9.0 ABATEMENT								
Abatement								
Abatement / Hazardous - Removal	1	Allowance	1	1	1.69%	\$55,000	\$0	\$0
ABATEMENT SUBTOTAL					1.69%	\$55,000	\$0	\$0
10.0 TECHNOLOGY								
Technology								
Update Technology	1	Allowance	1	1	0.51%	\$16,500	\$0	\$0
TECHNOLOGY SUBTOTAL					0.51%	\$16,500	\$0	\$0
12.0 SITE								
Paving								
Pavement Reconstruction - Remove Asphalt/Base & Repave (3.5" on 8" Stone) (LD)- S Lot	7,900	SF	1	7900	1.76%	\$57,354	\$0	\$0
Pavement Reconstruction - Remove Asphalt/Base & Repave (3.5" on 8" Stone) (LD)- N Lot & Drive	6,600	SF	1	6600	1.47%	\$47,916	\$0	\$0
Add Concrete Curbs + Gutters	600	LF	1	600	0.50%	\$16,269	\$0	\$0
Sealcoating	14,500	SF	1	14500	0.10%	\$0	\$0	\$4,721
Parking Lot Pavement Markings	5,740	SF	1	5740	0.04%	\$0	\$0	\$1,869
Address Concrete - (cracks, drain aprons (2)	1	Allowance	1	1	0.20%	\$6,600	\$0	\$0
Landscaping								
Improve Landscaping	1	Allowance	1	1	1.01%	\$33,000	\$0	\$0
Utilities								
Utilities - 1	1	Allowance	1	1	0.17%	\$5,500	\$0	\$0
Other								
Monument Sign - Powered & Electronic Display	1	EA	1	1	1.95%	\$63,360	\$0	\$0
Replace Site Lighting Pole Fixture (LED)	1	EA	3	3	0.27%	\$8,712	\$0	\$0
SITE SUBTOTAL					7.48%	\$238,711	\$0	\$6,590
Building Infrastructure Improvement Total:								
				\$236.75	72.65%	\$2,273,396	\$10,296	\$120,550
Project Contingency:	10.00%				7.03%	\$219,640	\$1,030	\$12,055
Permits, Testing & Printing:	2.50%				1.93%	\$60,401	\$283	\$3,315
Professional Fees & Costs:	10.00%				8.88%	\$277,361	\$1,300	\$15,223
Construction Manager Fee & Costs:	12.00%				9.51%	\$297,172	\$1,393	\$16,310
PROJECT TOTAL					100.00%	\$3,127,970	\$14,302	\$167,454

Fire Station #1 Photos

Photos



Fire Station #1 Photos (continued)

Photos



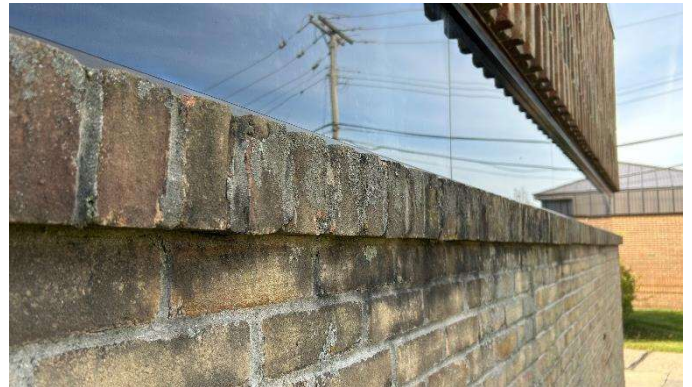
Fire Station #1 Photos (continued)

Photos



Fire Station #1 Photos (continued)

Photos



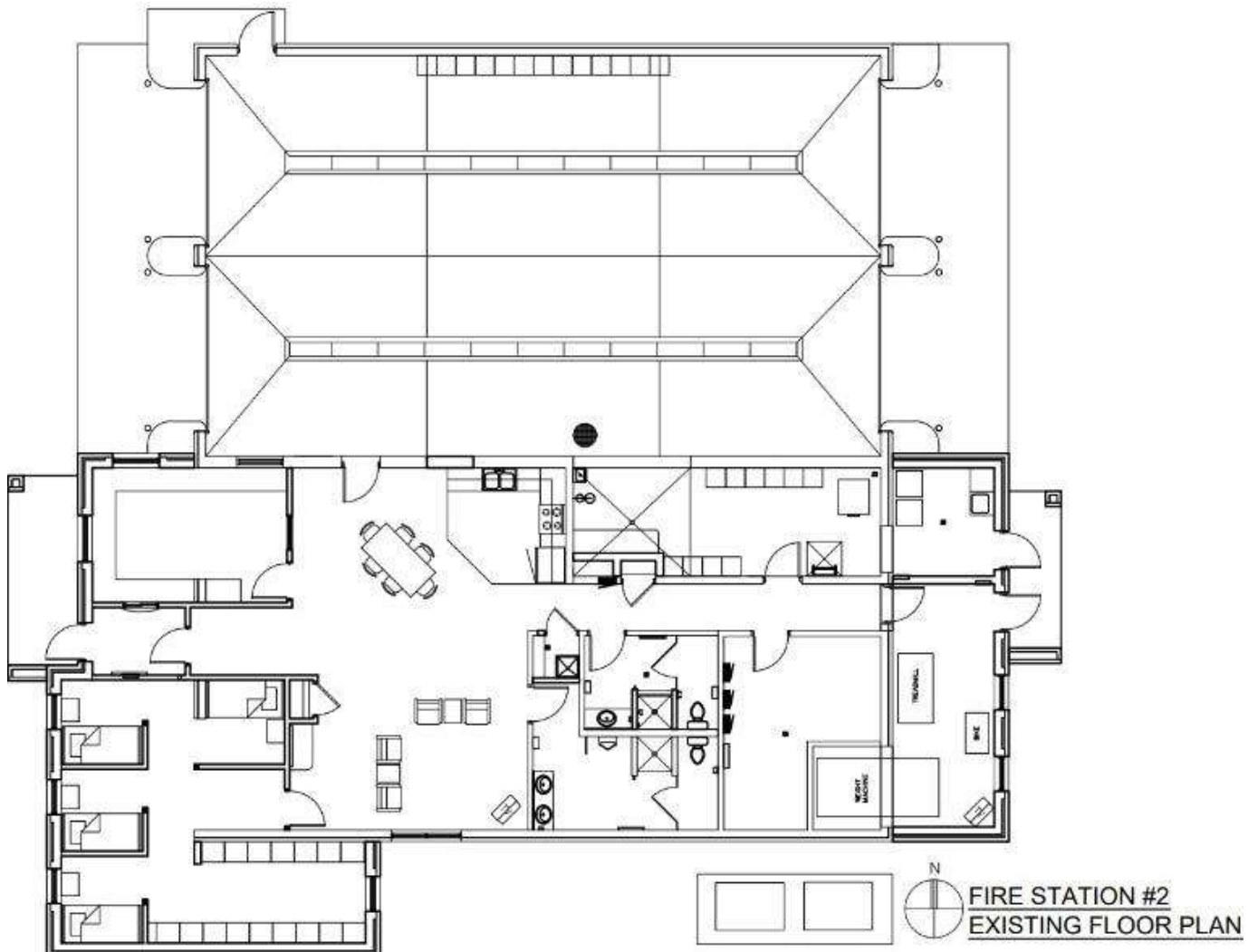
Fire Station #2



Address:	1919 Paramount
Year Built:	1981, 2009 addition
Square Footage:	5,117
Site Area:	0.62 acres
Parking Spaces:	14
Stories:	1
Basement:	No
Elevator(s):	No
Exterior Façade:	Brick
Roof:	Single Ply
Fire Protection:	Partial

Site Plan



*Fire Station #2 (continued)***1st Floor Plan**

Description for Assessment Report

Fire Station No. 2

Fire Station No. 2 was built in 1981 to serve the northwestern area of the City of Novi. The station is located in a residential district on the north side of Thirteen Mile Road, west of Novi Road, on the northeast corner of Paramount Street. The station was expanded and updated in 2009 following a space needs assessment report. Firefighters at this station also respond to water/ice rescues on Walled Lake.

Fire Station No. 2 is a two-bay drive-through station with a one-story area adjacent to the apparatus bay housing support spaces and administration and living quarters. The building is approximately 5,117 s.f. in size. The building is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are composed of 8" concrete masonry units (CMU) and a 4" brick veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane that sits over rigid insulation. It is situated on metal roof decking supported by structural steel joist and beams that bear on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is rectangular in shape and is approximately 0.62 acre in size. The site slopes from west to east with the most severe slope at the east end of the site. The site has three parking spots on the west side of the site including one barrier-free space, four parking spots located at the immediate east side adjacent to the building, and six spaces on the eastern edge of the site for staff and visitors. There is a concrete drive and parking on the west side of the building exiting onto Paramount Street. The entry drive is off of Thirteen Mile Road and the parking area is asphalt-paved with a 10 ft. concrete apron on the east side of the apparatus bays.

The station has grass/landscaped areas on the south side of the building along Thirteen Mile Road and natural vegetation on the north and east ends of the site. An emergency generator and electrical transformer are located on the south side of the station on concrete pads, screened by landscaping.

Description for Assessment Report

Fire Station No. 2 Deficiencies:

- The 5,117 s.f. Fire Station No. 2 was built in 1981 (44 years old).
- 65% smaller than the proposed three-bay, 14,500 s.f. fire station needed to serve the City of Novi into the future.
- Only two apparatus bays with no room for expansion.
- Located in a residential neighborhood, which causes siren noise issues.
- Public visitors must use apparatus ingress approach drive to access the site
- Shower rooms are not separated from “clean” areas.
- Undersized bunk room.
- Exercise room undersized.
- The site is only 0.64 acres. The proposed new facility site size recommendation is a minimum of 2 acres.
- Lack of interior and exterior storage space.
- Lack of office/workspace.
- Apparatus bay epoxy floor surface is peeling.

Fire Station #2

Summary of Budgets

Fire Station 2				Cost Data					
Building SF				Specification Factor = 1.00 (Medium)		Cost Escalation Factors			
5,120				Geographic Factor = 1.00 (U.S. Median)		1.10 1.30 1.48			
Cost Escalation Factor = 1.10 Spring 2026									
Program Area						As % of Total Cost	Priority I (1 - 3 years)	Priority II (4 - 6 years)	Priority III (7 - 10 years)
Quantity Per Unit	Unit	# of Units	Total Units						
1.0 NEW CONSTRUCTION									
Building Additions									
NEW CONSTRUCTION SUBTOTAL						0.00%	\$0	\$0	\$0
2.0 BUILDING ENVELOPE									
Roofing Work									
Replace Roof (PVC) - Existing Single Ply Membrane (membrane only replaced in 2020)	5,120	SF	1	5120	8.56%	\$161,075	\$0	\$0	\$0
Address Roof Drainage Issues	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0	\$0
Windows									
Replace Exterior Window Systems	175	SF	1	175	0.84%	\$15,766	\$0	\$0	\$0
Address Steel Angles (Sand & Paint) - Overhead Doors, Man Doors, Windows	1	Allowance	1	1	0.29%	\$5,500	\$0	\$0	\$0
Exterior Walls									
Re-Caulk Expansion Joints	1	Allowance	1	1	0.15%	\$2,750	\$0	\$0	\$0
Tuckpointing / Masonry Restoration	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0	\$0
Exterior Soffits - Scrape, Touch-Up Paint	1	Allowance	1	1	0.12%	\$2,200	\$0	\$0	\$0
Exterior Doors									
Address Steel Door Jambes (Sand & Paint)	1	Allowance	1	1	0.09%	\$1,650	\$0	\$0	\$0
BUILDING ENVELOPE SUBTOTAL						11.79%	\$221,941	\$0	\$0
3.0 INTERIOR/FINISHES									
Interior Doors & Hardware									
Replace Door Hardware - Knob Style		EA	11	0	0.00%	\$0	\$0	\$0	\$0
Ceilings									
Remove Existing & Install New Acoustic Tile Ceiling	1500	SF	1	1500	0.68%	\$12,870	\$0	\$0	\$0
Flooring									
Remove & Replace Flooring - Carpet (Offices, Watch Rm, Dormitory, Day Rm.)	1,450	SF	1	1450	0.64%	\$12,122	\$0	\$0	\$0
Remove & Replace Flooring - LVT (Kitchen / Dining Area)	65	SF	1	65	0.04%	\$722	\$0	\$0	\$0
Remove & Replace Rubber Flooring	240	SF	11	2640	2.62%	\$49,368	\$0	\$0	\$0
Remove & Replace Flooring - Hard Tile (Toilet Rms, Showers, Locker Rms.)	250	SF		0	0.00%	\$0	\$0	\$0	\$0
Remove & Replace Apparatus Bay Floor Grates	104	SF	1	104	0.06%	\$1,213	\$0	\$0	\$0
Address Concrete Floors (Mechanical, Hose Drying/Work Area)	1	Allowance	1	1	0.29%	\$5,500	\$0	\$0	\$0
Address Concrete Floors - Apparatus Bay (Prep Floor & Armour Tuff Product)	2,000	SF	1	2000	2.57%	\$48,400	\$0	\$0	\$0
Windows									
Remove & Replace Window Treatments	1	Allowance	1	1	0.07%	\$1,320	\$0	\$0	\$0
Paint									
Painting Allowance	2,500	SF	1	2500	0.25%	\$4,675	\$0	\$0	\$0
Signage									
Replace Interior Signage	5,120	SF	1	5120	0.15%	\$2,816	\$0	\$0	\$0
Restrooms									
Renovate - Toilet Room (Single / Staff)	1	EA	1	1	2.34%	\$44,000	\$0	\$0	\$0
Renovate - Toilet Room (Group)	1	EA	1	1	3.80%	\$71,500	\$0	\$0	\$0
Lockers									
Replace Cabinets - Base (Plam) - Watch Room	33	LF	1	33	0.48%	\$9,075	\$0	\$0	\$0
Replace Countertops - Plastic Laminate - Watch Room	33	LF	1	33	0.19%	\$3,630	\$0	\$0	\$0
INTERIOR/FINISHES SUBTOTAL						14.19%	\$267,211	\$0	\$0
4.0 FURNITURE & EQUIPMENT									
General Furniture									
FFE Allowance - Office, Beds, Dining	1	Allowance	1	1	2.34%	\$44,000	\$0	\$0	\$0
Other FF&E									
Residential Appliances	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0	\$0
FURNITURE & EQUIPMENT SUBTOTAL						3.21%	\$60,500	\$0	\$0
5.0 PLUMBING SYSTEMS									
Fire Protection									
New Fire Suppression System (currently only mechanical & storage rooms protected)	3880	SF	1	3880	1.13%	\$21,340	\$0	\$0	\$0
Equipment & Fixtures									
Replace Water Heater (Domestic) - American Water Heater Existing	1	50 Gal.	1	1	0.88%	\$0	\$0	\$0	\$24,420
PLUMBING SYSTEMS SUBTOTAL						2.01%	\$21,340	\$0	\$24,420
6.0 HVAC SYSTEMS									
Equipment									
Replace Roof Top Units (RTU) - Aaron Packaged Existing (1 gas / 1 electric) - 2009	1	EA	2	2	8.77%	\$0	\$214,500	\$0	\$0
Add Exhaust Fan - Kitchen	1	EA	1	1	0.44%	\$8,250	\$0	\$0	\$0
Other HVAC									
Exhaust System (Plymovent Existing) - Provide Additional Drops	1	Allowance	1	1	0.35%	\$6,600	\$0	\$0	\$0
Replace Infrared Tube Heater - Gordon Roberts Existing	1	EA	1	1	0.23%	\$4,400	\$0	\$0	\$0
HVAC SYSTEMS SUBTOTAL						9.79%	\$19,250	\$214,500	\$0

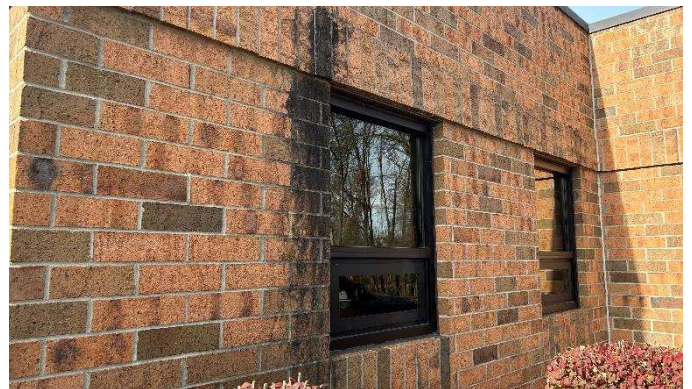
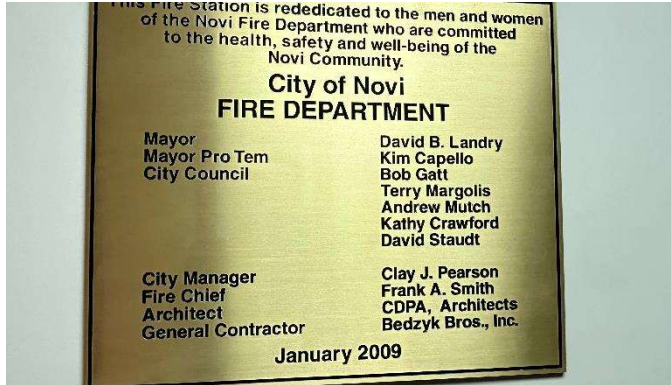
Fire Station #2

Summary of Budgets

Fire Station 2		Cost Data				Cost Escalation Factors		
Building SF		Specification Factor = 1.00 (Medium)				1.10 1.30 1.48		
		Geographic Factor = 1.00 (U.S. Median)						
		Cost Escalation Factor = 1.10 Spring 2026						
Program Area	Quantity Per Unit	Unit	# of Units	Total Units	As % of Total Cost	Priority I (1 - 3 years)	Priority II (4 - 6 years)	Priority III (7 - 10 years)
7.0 ELECTRICAL SYSTEMS								
Power								
New Power Receptacles - (Watch Room)	1	EA	4	4	0.28%	\$5,280	\$0	\$0
Replace Existing Electrical Panels	1	EA	1	1	0.58%	\$11,000	\$0	\$0
Power for new HVAC / Additional Distribution	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0
Lighting								
Replace Lighting with LED's (New OS, Switching, etc.)	3,120	SF	1	3120	1.57%	\$29,515	\$0	\$0
Replace Exterior Wall Packs	1	EA	4	4	0.21%	\$3,960	\$0	\$0
Building Exterior/Site Lighting Allowance (Soffit Lighting)	1	Allowance	1	1	0.09%	\$1,650	\$0	\$0
Fire Alarm System								
Address Fire Alarm	1	Allowance	1	1	0.29%	\$5,500	\$0	\$0
Other								
Address Speaker System - Add Additional Coverage	1	Allowance	1	1	0.29%	\$5,500	\$0	\$0
ELECTRICAL SYSTEMS SUBTOTAL					4.19%	\$78,905	\$0	\$0
8.0 SECURITY								
Security								
Provide Secure Entry Vestibule	1	Allowance	1	1	11.57%	\$217,800	\$0	\$0
Security Allowance	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0
SECURITY SYSTEMS SUBTOTAL					12.45%	\$234,300	\$0	\$0
9.0 ABATEMENT								
Abatement								
Abatement / Hazardous - Removal	1	Allowance	1	1	2.92%	\$55,000	\$0	\$0
ABATEMENT SUBTOTAL					2.92%	\$55,000	\$0	\$0
10.0 TECHNOLOGY								
Technology								
Update Technology	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0
TECHNOLOGY SUBTOTAL					0.88%	\$16,500	\$0	\$0
12.0 SITE								
Paving								
Pavement Reconstruction - Remove Asphalt/Base & Repave (4.5" on 10" Stone) (HD)	9,250	SF	1	9250	4.27%	\$80,383	\$0	\$0
Add Concrete Curbs + Gutters	375	LF	1	375	0.54%	\$10,168	\$0	\$0
Sealcoating	9,250	SF	1	9250	0.11%	\$0	\$0	\$3,012
Parking Lot Pavement Markings	3,000	SF	1	3000	0.04%	\$0	\$0	\$977
Address Concrete - (cracks, drain aprons (2), removal & replacements)	1	Allowance	1	1	0.88%	\$16,500	\$0	\$0
Landscaping								
Improve Landscaping	1	Allowance	1	1	1.75%	\$33,000	\$0	\$0
Utilities								
Utilities - 1	1	Allowance	1	1	0.29%	\$5,500	\$0	\$0
Other								
Monument Sign - Powered & Electronic Display	1	EA	1	1	3.37%	\$63,360	\$0	\$0
Replace Site Lighting Pole Fixture (LED)	1	EA	3	3	0.46%	\$8,712	\$0	\$0
SITE SUBTOTAL					11.70%	\$217,623	\$0	\$3,989
Building Infrastructure Improvement Total:				\$268,900	73.14%	\$1,192,570	\$214,500	\$28,409
Project Contingency:	10.00%				6.90%	\$111,557	\$21,450	\$2,841
Permits, Testing & Printing:	2.50%				1.90%	\$30,678	\$5,899	\$781
Professional Fees & Costs:	10.00%				8.72%	\$140,874	\$27,087	\$3,587
Construction Manager Fee & Costs:	12.00%				9.34%	\$150,937	\$29,022	\$3,844
PROJECT TOTAL					100.00%	\$1,626,615	\$297,958	\$39,462

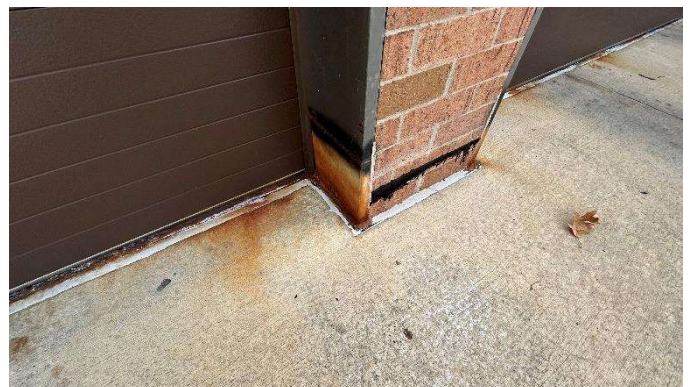
Fire Station #2 Photos

Photos



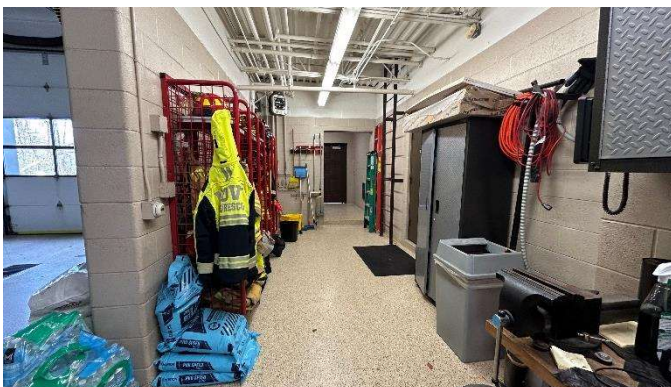
Fire Station #2 Photos

Photos



Fire Station #2 Photos

Photos



Fire Station #3



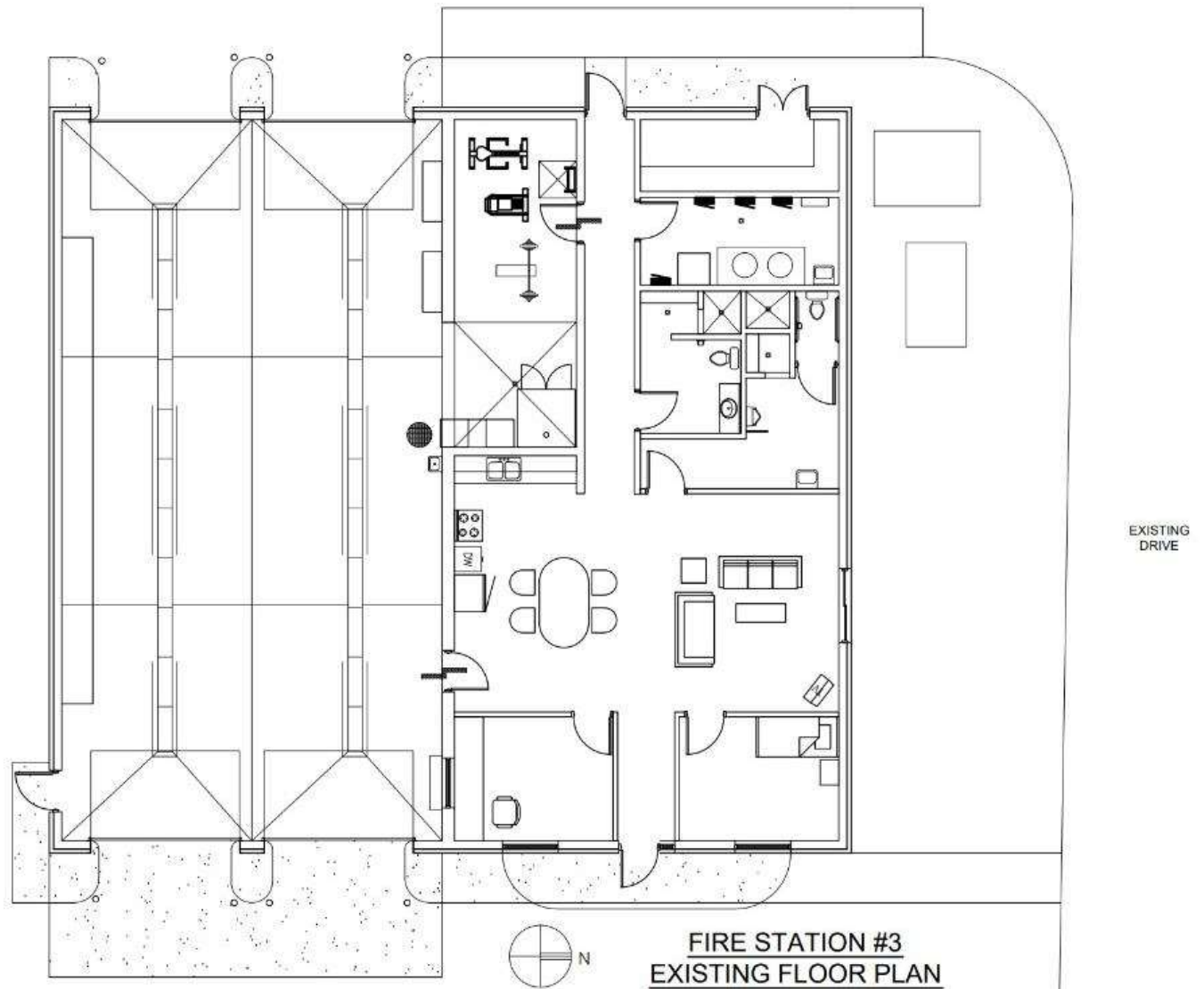
Address:	42785 9 Mile
Year Built:	1978
Square Footage:	3,880
Site Area:	1.2 acres
Parking Spaces:	15
Stories:	1
Basement:	No
Elevator(s):	No
Exterior Façade:	Brick
Roof:	Singe Ply
Fire Protection:	Partial

Site Plan



Fire Station #3 (continued)

1st Floor Plan



Description for Assessment Report

Fire Station No. 3

Fire Station No. 3 was built in 1978 to serve the southern area of the City of Novi. The station is located in an industrial district on the south side of Nine Mile Road between Novi Road and Meadowbrook on the west side of Roethel Drive.

Fire Station No. 3 is a 2-bay drive through station with a one-story area adjacent to the apparatus bay housing support spaces and administration and living quarters. The building is approximately 3,880 s.f. It is constructed with concrete masonry exterior bearing walls with a brick veneer. The apparatus bay walls are composed of 8" concrete masonry units (CMU) and a 4" brick veneer. The one-story support and living area is composed of an 8" concrete masonry unit, a 2" rigid cavity insulation, and 4" brick veneer. The roof is a single-ply roof membrane over rigid insulation on a metal decking/structural steel joist and beam framing system that bears on the masonry walls. A pre-finished sheet metal coping covers the entire building perimeter.

The site is trapezoidal in shape and is approximately 1.2 acres in size. The site is located in an industrial district. The north side of the property slopes steeply to Nine Mile Road, and there is a tendency for storm drainage and flooding problems. The building is set back approximately 120 ft. from the right-of-way of Nine Mile Road and approximately 90 ft. from the right-of-way of Roethel Drive to the east. The apparatus drive enters and exits on Roethel Drive. The east side apron is poured concrete and there is no west apron at the apparatus bay. The drive is asphalt paving. The fire station has a main entrance on the east side and secondary entrance on the west and south elevations.

The site has four parking spots located at the west side for staff and 11 parking spaces on the north side for staff and visitors. There is one barrier-free space among the north parking spaces. The station has grass/landscaped areas on the immediate north side of the building and to the west beyond the drive. An emergency generator and electrical transformer are located on the north side of the station on concrete pads.

Description for Assessment Report

Fire Station No. 3 Deficiencies:

- The 3,880 s.f. Fire Station No. 3 was built in 1978 (47 years old).
- 73% smaller than the proposed three-bay 14,500 s.f. fire station needed to serve the City of Novi into the future.
- Only two apparatus bays, with no room for expansion
- The site is 1.2 acres. The proposed new site size recommendation is a minimum of 2 acres.
- Bumper width at OH doors restrict ingress and egress.
- Poor soils – pavement settlement at apparatus bays.
- The apparatus bay drive is asphalt rather than concrete.
- Storm drainage and flooding problems.
- Bunk rooms have workstation partitions.
- Locker room is combined with bunk area.
- Limited storage areas.
- Shower rooms are not separated from “clean” areas.
- Lack of office/workspace.
- No separation for security from public once inside building.
- Exterior block walls allow moisture into building.

Fire Station #3

Summary of Budgets

Fire Station 3		Cost Data				Cost Escalation Factors		
Building SF		Specification Factor = 1.00 (Medium)				1.10		
3,880		Geographic Factor = 1.00 (U.S. Median)				1.30		
		Cost Escalation Factor = 1.10 Spring 2026				1.48		
Program Area	Quantity	Unit	# of	Total Units	As % of	Priority I	Priority II	Priority III
	Per Unit		Units		Total Cost	(1 - 3 years)	(4 - 6 years)	(7 - 10 years)
1.0 NEW CONSTRUCTION								
Building Additions								
NEW CONSTRUCTION SUBTOTAL					0.00%	\$0	\$0	\$0
2.0 BUILDING ENVELOPE								
Roofing Work								
Replace Roof (PVC) - Existing Single Ply Membrane (membrane only replaced in 2020)	3,880	SF	1	3,880	6.94%	\$0	\$158,684	\$0
Windows								
Replace Exterior Window Systems	150	SF	1	150	0.77%	\$13,514	\$0	\$0
Address Steel Angles (Sand & Paint) - Overhead Doors, Man Doors, Windows	1	Allowance	1	1	0.13%	\$2,200	\$0	\$0
Exterior Walls								
Re-Caulk Expansion Joints	1	Allowance	1	1	0.09%	\$1,650	\$0	\$0
Tuckpointing / Masonry Restoration	1	Allowance	1	1	0.63%	\$11,000	\$0	\$0
Exterior Soffits - Scrape, Touch-Up Paint	1	Allowance	1	1	0.13%	\$2,200	\$0	\$0
Exterior Doors								
Exterior FRP Doors/Frames/Hardware - Single Door	1	EA	3	3	1.18%	\$20,691	\$0	\$0
Exterior FRP Doors/Frames/Hardware - Double Door	1	EA	1	1	0.63%	\$11,088	\$0	\$0
Address Steel Angles/Channels (Sand & Paint)	1	Allowance	1	1	0.13%	\$2,200	\$0	\$0
BUILDING ENVELOPE SUBTOTAL					10.61%	\$64,543	\$158,684	\$0
3.0 INTERIOR/FINISHES								
Interior Doors & Hardware								
New Drywall Walls - Bunk Rm. Partitions	1	Allowance	1	1	0.31%	\$5,500	\$0	\$0
Replace Door Hardware - Knob Style	1	EA	7	7	0.38%	\$6,607	\$0	\$0
Ceilings								
Remove Existing & Install New Acoustic Tile Ceiling	975	SF	1	975	0.48%	\$8,366	\$0	\$0
Flooring								
Remove & Replace Flooring - Carpet (Offices, Watch Rm, Dormitory, Day Rm.)	525	SF	1	525	0.25%	\$4,389	\$0	\$0
Remove & Replace Flooring - LVT (Kitchen / Dining Area)	460	SF	1	460	0.29%	\$5,111	\$0	\$0
Install Rubber Flooring - Weight Room	160	SF	1	160	0.17%	\$2,992	\$0	\$0
Remove & Replace Flooring - Hard Tile (Toilet Rms, Showers, Locker Rms.)	250	SF	1	250	0.69%	\$12,128	\$0	\$0
Remove & Replace Apparatus Bay Floor Grates	104	SF	1	104	0.03%	\$572	\$0	\$0
Address Concrete Floors (Mechanical, Hose Drying/Work Area)	1	Allowance	1	1	0.31%	\$5,500	\$0	\$0
Address Concrete Floors - Apparatus Bay (Prep Floor & Armour Tuff Product)	1,700	SF	1	1,700	2.34%	\$41,140	\$0	\$0
Windows								
Remove & Replace Window Treatments	1	Allowance	1	1	0.08%	\$1,320	\$0	\$0
Paint								
Painting Allowance	2,500	SF	1	2,500	0.27%	\$4,675	\$0	\$0
Signage								
Replace Interior Signage	3,880	SF	1	3,880	0.12%	\$2,134	\$0	\$0
Restrooms								
Renovate - Toilet Room (Single / Staff)	1	EA	1	1	2.50%	\$44,000	\$0	\$0
Renovate - Toilet Room (Group)	1	EA	1	1	4.06%	\$71,500	\$0	\$0
Casework & Countertops								
Replace Cabinets - Base (Plam) - Watch Room	10	LF	1	10	0.16%	\$2,750	\$0	\$0
Replace Countertops - Plastic Laminate - Watch Room	10	LF	1	10	0.06%	\$1,100	\$0	\$0
Replace Countertops - Solid Surface	13	LF	1	13	0.14%	\$2,503	\$0	\$0
INTERIOR/FINISHES SUBTOTAL					12.64%	\$222,285	\$0	\$0
4.0 FURNITURE & EQUIPMENT								
General Furniture								
FFE Allowance - Office, Beds, Dining	1	Allowance	1	1	2.19%	\$38,500	\$0	\$0
Other FF&E								
Residential Appliances	1	Allowance	1	1	0.94%	\$16,500	\$0	\$0
FURNITURE & EQUIPMENT SUBTOTAL					3.13%	\$55,000	\$0	\$0
5.0 PLUMBING SYSTEMS								
Fire Protection								
New Fire Suppression System (currently only mechanical & storage rooms protected)	3,880	SF	1	3,880	1.21%	\$21,340	\$0	\$0
Equipment & Fixtures								
Replace Water Heater (Domestic) - American Water Heater Existing	1	50 Gal.	2	2	1.88%	\$0	\$0	\$48,840
PLUMBING SYSTEMS SUBTOTAL					3.09%	\$21,340	\$0	\$48,840
6.0 HVAC SYSTEMS								
Equipment								
Replace Roof Top Units (RTU) - Bryant Existing	1	EA	1	1	4.69%	\$0	\$107,250	\$0
Add Exhaust Fan - Kitchen	1	EA	1	1	0.47%	\$8,250	\$0	\$0
Other HVAC								
Exhaust System (Plymovent Existing) - Provide Additional Drops	1	Allowance	1	1	0.38%	\$6,600	\$0	\$0
Replace Infrared Tube Heater - Reverber-Ray Existing	1	EA	4	4	1.00%	\$17,600	\$0	\$0
HVAC SYSTEMS SUBTOTAL					6.53%	\$32,450	\$107,250	\$0

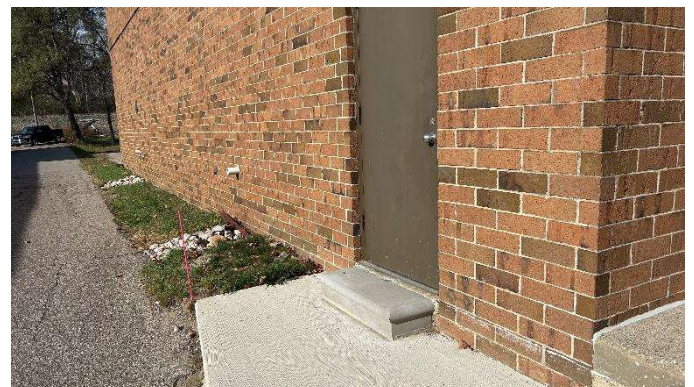
Fire Station #3

Summary of Budgets

Fire Station 3		Cost Data								
Building SF		Specification Factor = 1.00 (Medium) Geographic Factor = 1.00 (U.S. Median) Cost Escalation Factor = 1.10 Spring 2026					Cost Escalation Factors 1.10 1.30 1.48			
Program Area		Quantity	Unit	# of	Total Units	As % of	Priority I	Priority II	Priority III	
		Per Unit		Units		Cost	(1 - 3 years)	(4 - 6 years)	(7 - 10 years)	
7.0 ELECTRICAL SYSTEMS										
Power										
New Power Receptacles - (Watch Room)		1	EA	4	4	0.30%	\$5,280	\$0	\$0	
Replace Existing Electrical Panels		1	Allowance	1	1	0.94%	\$16,500	\$0	\$0	
Power for new HVAC / Additional Distribution		1	Allowance	1	1	0.94%	\$16,500	\$0	\$0	
Lighting										
Replace Lighting with LED's (New OS, Switching, etc.)		2,100	SF	1	2100	1.13%	\$19,866	\$0	\$0	
Replace Lighting with LED's (New OS, Switching, etc.) - Apparatus Bay		1,780	SF	1	1780	0.96%	\$16,839	\$0	\$0	
Replace Exterior Wall Packs		1	EA	6	6	0.34%	\$5,940	\$0	\$0	
Building Exterior/Site Lighting Allowance (Soffit Lighting)		1	Allowance	1	1	0.09%	\$1,650	\$0	\$0	
Fire Alarm System										
Address Fire Alarm		1	Allowance	1	1	0.31%	\$5,500	\$0	\$0	
Other										
Address Speaker System - Add Additional Coverage		1	Allowance	1	1	0.31%	\$5,500	\$0	\$0	
ELECTRICAL SYSTEMS SUBTOTAL						5.32%	\$93,575	\$0	\$0	
8.0 SECURITY										
Security										
Provide Secure Entry Vestibule		1	Allowance	1	1	12.38%	\$217,800	\$0	\$0	
Security Allowance		1	Allowance	1	1	0.63%	\$11,000	\$0	\$0	
SECURITY SYSTEMS SUBTOTAL						13.01%	\$228,800	\$0	\$0	
9.0 ABATEMENT										
Abatement										
Abatement / Hazardous - Removal		1	Allowance	1	1	3.13%	\$55,000	\$0	\$0	
ABATEMENT SUBTOTAL						3.13%	\$55,000	\$0	\$0	
10.0 TECHNOLOGY										
Technology										
Update Technology		1	Allowance	1	1	0.94%	\$16,500	\$0	\$0	
TECHNOLOGY SUBTOTAL						0.94%	\$16,500	\$0	\$0	
12.0 SITE										
Paving										
Pavement Reconstruction - Remove Asphalt/Base & Repave (4.5" on 10" Stone) (HD)		11,920	SF	1	11920	5.89%	\$103,585	\$0	\$0	
Add Concrete Curbs + Gutters		400	LF	1	400	0.62%	\$10,846	\$0	\$0	
Sealcoating		11,920	SF	1	11920	0.15%	\$0	\$0	\$3,881	
Parking Lot Pavement Markings			SF	1	0	0.00%	\$0	\$0	\$0	
Address Concrete - (cracking, removal & replacements)		1	Allowance	1	1	0.94%	\$16,500	\$0	\$0	
Bollards - (new at transformer/generator, relocate at apparatus bays)		1	Allowance	1	1	0.50%	\$8,800	\$0	\$0	
Landscaping										
Improve Landscaping		1	Allowance	1	1	1.88%	\$33,000	\$0	\$0	
Utilities										
Utilities - 1		1	Allowance	1	1	0.31%	\$5,500	\$0	\$0	
Other										
Monument Sign - Powered & Electronic Display		1	EA	1	1	3.60%	\$63,360	\$0	\$0	
Replace Site Lighting Pole (Base / Pole / LED Fixture)		1	EA	1	1	0.54%	\$9,438	\$0	\$0	
Replace Site Lighting Pole Fixture (LED)		1	EA	2	2	0.33%	\$5,808	\$0	\$0	
SITE SUBTOTAL						14.75%	\$256,837	\$0	\$3,881	
Building Infrastructure Improvement Total:						\$331,58	73.13%	\$1,046,329	\$265,934	\$52,721
Project Contingency:		10.00%				6.91%	\$97,483	\$26,593	\$5,272	
Permits, Testing & Printing:		2.50%				1.90%	\$26,808	\$7,313	\$1,450	
Professional Fees & Costs:		10.00%				8.72%	\$123,101	\$33,582	\$6,658	
Construction Manager Fee & Costs:		12.00%				9.34%	\$131,894	\$35,981	\$7,133	
PROJECT TOTAL						100.00%	\$1,425,615	\$369,404	\$73,234	

Fire Station #3 Photos

Photos



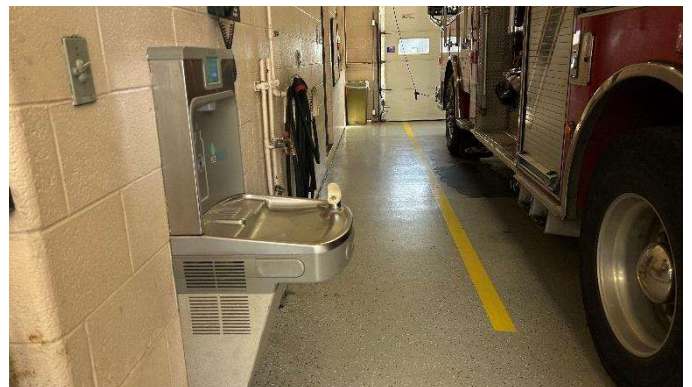
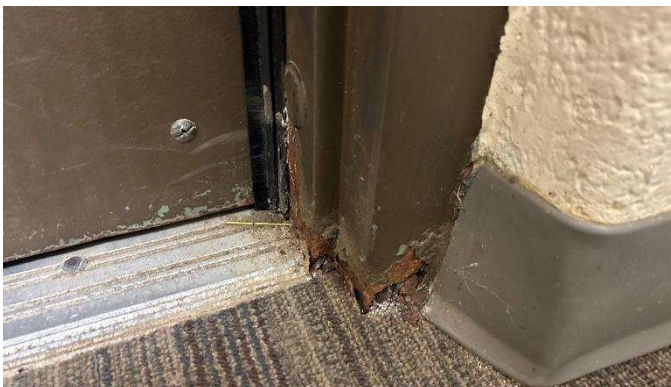
Fire Station #3 Photos

Photos



Fire Station #3 Photos

Photos





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Plante Moran Realpoint
3000 Town Center, Suite 100
Southfield, MI 48075

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
JEFF MUCK, PRCS DIRECTOR

FROM: KIT KIESER, OAS MANAGER

SUBJECT: PEOPLE'S EXPRESS CONTINUED FACILITIES USE

DATE: APRIL 10, 2025

Background:

People's Express (PEX) has been utilizing 200 square feet of office space and 14 parking spaces at the Novi Civic Center under the terms of the current facilities use agreement, which is set to expire on June 30, 2025. The current rent is \$450 per month. If extended, the rent will increase to \$600 per month through December 31, 2025, as outlined in the agreement.

Continued Property Search:

PEX is continuing efforts to secure a long-term facility. They have met with representatives from Wixom, Walled Lake, Lyon Township, and continue to stay in contact with Novi's Community Development Department.

Their operational needs include property with parking capacity for at least 50 vehicles and office space to accommodate daily administrative functions to support that fleet and their SW Oakland County service. Ideally, the site would also include fencing or similar measures to ensure secure access and storage. PEX has expressed a preference to purchase—rather than lease—a property, including options that may require capital improvements. They have indicated a willingness to pursue grant funding to support necessary upgrades.

With the continued expansion of curb-to-curb transportation services in Oakland County, PEX has noted that other providers, including NOTA and WOTA, are also actively seeking properties within their respective service areas.

Agreement Extension:

City staff anticipate that PEX will request an extension of the existing agreement beyond its current expiration date of June 30, 2025. Staff will continue to monitor PEX's property search efforts and provide updates as new information becomes available.

An extension of the agreement, with the increased rent of \$600 per month, is recommended through December 31, 2025.

The proposed extension will be presented to the City Council at the May 5, 2025, meeting.

MEMORANDUM



TO: MAYOR AND COUNCIL
FROM: VICTOR CARDENAS, CITY MANAGER
SUBJECT: RESPONSES TO 4/7/25 COUNCIL MEETING
DATE: APRIL 10, 2025

There were a few questions that were posed during Monday's council meeting, please see the following responses to those questions to the Administration:

The Action Plan in the draft Master Plan (Pages 129 – 131)
<https://www.cityofnovi.org/media/k5pbpqb4/250407matter5.pdf>

The carryover Action Plan items are shaded (**brown**) in the plan draft. This is explained in the paragraphs that introduce the Action Plan in the draft document:
The goals outlined in the Action Plan are those listed in the 2016 Plan for Future Land Use. Some actions contained in the 2016 document have migrated into this Action Plan if they were deemed relevant and still need to be accomplished. The actions carried forward from the 2016 Master Plan are shaded in Table 23. New actions that advance the initiatives outlined in the 2025 Plan for Land Use are incorporated, and each action is paired with the primary responsible entity that will serve as a lead to promote its completion.

Those pages are enclosed.

Following the presentation from the Assessor, a question was posed about the assumptions used in the budget for the possible loss in Taxable Value:

Within each fund that has a tax levy we have an allowance budgeted for refunds. It is shown as a 414,000 Property Tax Revenue - Tax Tribunal Accr,

General Fund	\$10,000
Municipal Street	\$2,000
CIP Fund	\$10,000
Library Const	\$1,000
Library Fund	\$1,000
Drain Fund	\$5,000
PRCS Fund	\$1,000

Staff also records an estimate of possible future refunds on the balance sheet in account 258.702 – it's very conservative and is a revenue account, so will never have a budget act issue. Finance receives quarterly reports from the Assessing Dept. on outstanding appeals and monitors the budget closely.

ACTION PLAN

As noted at the beginning of this section, there are three components for implementation: **guiding principals, goals, and actions**. Guiding principles are related to the community's aspirations and core values while goals define a desired outcome. This trilogy's last component are the actions which are used to achieve the goals.

The goals outlined in the Action Plan are those listed in the 2016 Plan for Future Land Use. Some actions contained in the 2016 document have

migrated into this Action Plan if they were deemed relevant and still need to be accomplished. The actions carried forward from the 2016 Master Plan are shaded in Table 23. New actions that advance the initiatives outlined in the 2025 Plan for Land Use are incorporated, and each action is paired with the primary responsible entity that will serve as a lead to promote its completion.

Actions should be used administratively to guide department work plans and serve as a guide for the annual Planning Commission work program pursuant to MCL 125.3819 (2).

Table 23: Action Plan

GOAL A	Quality and variety of housing. The City of Novi is known for its high-quality residential neighborhoods. It should strive to ensure the availability of a wide range of attractive housing choices protected from noise, traffic, and other impacts of non-residential development. Encourage the development of neighborhood open space and neighborhood commercial goods and services to minimize motorized travel.	
A1	Continue to rezone properties in the southwest quadrant for low-density development consistent with the recommended density on the Future Land Map to protect natural features and open space.	Planning Commission City Council
A2	Implement a general Planned Unit Development (PUD) land development option that encourages a variety of "missing middle" housing typologies in the same development site and mixed-use developments.	Planning Commission City Council
A3	Continue to invest federal Community Development Block Grant (CDBG) funds in target neighborhoods for housing rehabilitation.	Community Development
A4	Evaluate the zoning ordinance for small lot housing development around Walled Lake to reduce nonconformities and allow for context-sensitive design.	Planning Commission
A5	Amend the zoning ordinance to encourage "age-in-place" housing types, considering experts' recommendations, to include affordable options such as low-maintenance detached single-family homes, attached single-family homes, and townhouses.	Planning Commission City Council
A6	Explore opportunities to increase housing density in the proposed mixed-use planned unit development area to create "walkable density" environments.	Planning Commission City Council
A7	Continue to coordinate planning efforts with the Parks & Recreation Department to ensure convenient non-motorized access to neighborhood parks and natural areas.	Planning Staff
A8	Consider ordinance changes to permit attached accessory dwelling units in limited, appropriate areas with appropriate restrictions.	Planning Commission City Council

Table 23: Action Plan (continued)

GOAL B	Community identity. The City's identity is largely based on its high-quality residential neighborhoods and schools, destination retail and convention space, and its parks. The City should supplement that identity by enhancing the preservation of its historic resources and expanding its cultural opportunities. New development of land should continue to be of high-quality design and materials.	
B1	Encourage the use of high quality right-of-way plantings, site landscaping, and building materials to enhance the appearance of the community.	Planning Commission
B2	As development and redevelopment occur, incentivize the use of LEED-certified buildings, water resources, and energy-efficient best practices, and green infrastructure techniques through zoning and permit bonuses.	Planning Commission City Council
B3	Encourage the Corridor Improvement Authority (CIA) to work in collaboration with the Planning Commission to improve the design standards and character of Grand River Avenue.	Corridor Improvement Authority (CIA)
B4	Evaluate the Zoning Ordinance landscaping requirements to ensure that large parking lots increase the percentage of plantings to reduce heat island effects, especially in areas noted on the Surface Temperature map.	Planning Commission
GOAL C	Environmental stewardship. The City of Novi is significantly enhanced by the preservation of natural resources in both residential and non-residential areas. Maintain public and private stewardship of the natural environment using low-impact development techniques.	
C1	Evaluate code and ordinances to ensure provision are incorporated to reduce runoff volume and improve water quality by replicating the site's natural hydrology and water balance.	Planning Commission & Engineering
C2	Review the off-street parking requirements to determine appropriate changes and possible parking reductions and/or parking maximums for residential, business, and commercial parking requirements.	Planning Commission
C3	Utilize a general Planned Unit Development ordinance provision to encourage the preservation of natural features, such as woodlands, wetlands, and wildlife habitats.	Planning Commission & Developers
C4	Implement the Active Mobility Plan's Near-Term Network recommendations to create continuous walking and biking networks to reach key destinations. Three primary components include: Neighborhood Greenway Network, Connection to Transit, and Improved Access to Shopping and Dining.	Planning Commission
C5	Implement recommendations in the Active Mobility Plan with a focus on reducing vehicle miles traveled (VMT) and providing residents with alternative modes of transportation.	Planning & Engineering
C6	Implement the Active Mobility Plan's vision for a Regional Trail Network by working with neighboring communities, having City Council identify funding mechanisms, and pursuing opportunities to create a connected 30-mile loop through Novi and surrounding communities.	City Parks & Recreation

Table 23: Action Plan (continued)

GOAL D	Infrastructure. Invest wisely in the ongoing maintenance and improvements to existing infrastructure, including utilities and the transportation network. Ensure that new development appropriately relates to the City's existing and planned infrastructure. Support the City's entire transportation network through the development and enhancement of non-motorized transportation facilities and amenities.	
D1	Continue with the annual 6-year Capital Improvement Program that identifies infrastructure needs for the City.	City Administration
D2	Conduct a 5-year review of the Volume to Capacity ratio performance to determine city network modifications and identify potential projects and the impact of the Active Mobility Plan.	City Engineering
D3	Provide and maintain adequate water and sewer service for the City's needs with a careful review of infrastructure capabilities when considering a rezoning for higher-density developments.	City Engineering
D4	Apply the Active Mobility Plan's Long-Term Network recommendations to public and private development projects to continue to enhance safety and connectivity of the non-motorized network.	Engineering & Planning
D5	Continue to encourage retrofitted existing developments and destinations to provide bicycle and pedestrian access and bicycle parking.	Planning
D6	Apply best practices from the AMP to Major Corridors to enhance safety and promote bicycle and pedestrian mobility when a road is undergoing reconstruction or widening to promote complete streets.	City
D7	Implement the recommendations of the Active Mobility Plan.	City
GOAL E	Economic development. The City's developed land, infrastructure, and natural resources are interconnected and collectively impact the daily lives of the City's residents and business owners. The City should strive to maintain the balance between the economy, the environment, and the community to ensure sustainable development that meets the needs of today while ensuring that the needs of future generations can be met.	
E1	Implementing the PUD mixed-use districts to assist with transforming existing retail centers and remaining undeveloped properties.	Planning Commission
E2	Review standards for development in business/office/research/industrial parks, amend as necessary to ensure that these developments maintain high standards for design, landscaping, and buffering.	Planning Commission
E3	Evaluate the applicability of using Federal and State programs to provide opportunities for affordable housing, such as Michigan's housing tax increment financing, and residential housing districts.	Planning Commission
E4	Use the Corridor Improvement Authority to implement the Grand River Master Plan Corridor Concept.	CIA
E5	Focus recruitment efforts on scientific, research and development industries, architectural, engineering and related services.	Economic Development
E6	To ensure timely and certain completion of desirable projects that meet ordinance requirements, consider granting administrative approval for OST development as an incentive.	Planning Commission

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CARL A. JOHNSON, JR., CFO
TINA GLENN, ASSISTANT CITY TREASURER
CC: CORTNEY HANSON, CITY CLERK
SUBJECT: QUARTERLY INVESTMENT REPORT – DECEMBER 31, 2024
DATE: APRIL 10, 2025

Attached to this memo is the investment report for the City of Novi as of December 31, 2024. This memo outlines the investment factors and trends that were playing a role in our investment decisions for the second quarter of the fiscal year.

Nationally

According to the minutes of the Federal Open Market Committee (FOMC) meetings held on December 17-18, 2024, "The information available at the time of the meeting indicated that real gross domestic product (GDP) had continued to expand at a solid pace in 2024. Labor market conditions had eased since early 2024, but the unemployment rate remained low. Consumer price inflation was below its year-earlier rate but was still somewhat elevated."¹

According to the Bureau of Labor Statistics News Release, "Total nonfarm payroll employment increased by 256,000 in December, and the unemployment rate changed little at 4.1 percent, the U.S. Bureau of Labor Statistics reported today. Employment trended up in health care, government, and social assistance. Retail trade added jobs in December, following a job loss in November."²

The City is continuing to invest pursuant to the Investment Policy and the Retirement Health Care Investment Policy. The City's funds are invested in a variety of instruments including commercial paper, money market accounts, certificates of deposit, agencies, and pooled accounts. The primary focus and order of priority is on safety of capital, liquidity, and lastly return on investment.

Risk

As required by the Governmental Accounting Standard Board, GASB 40 identifies several reporting and disclosure requirements for public funds that are designed to manage and limit risk in deposits and investments. These disclosures are only required as part of the year-end financial statements, the applicable risks are as follows:

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of the investment or the government's cash flows. Disclosure of interest rate risk addresses the exposure of investments to changes in market value as

¹ <https://www.federalreserve.gov/monetarypolicy/files/fomcminutes20241218.pdf>

² <https://www.bls.gov/news.release/pdf/empst.pdf>

interest rates increase or decrease from current levels. In accordance with the City investment policy, the City limits its exposure to possible decline in fair market value by controlling duration or maturities. Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, considering large routine expenditures (payroll, debt service), as well as considering sizable blocks of anticipated revenue (taxes, state revenue sharing payments).

Credit Risk: Credit risk is the risk that the investment counterparty will not fulfill its promise to pay the government when required. There is credit risk associated with the financial institutions, brokers, and investment instruments the City does business with. The City's investment officer must also be held to the highest standards. The City's investment policy utilizes the prudent person rule: "Investments are made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." Any commercial paper purchased must be rated within the highest classification established by at least two standard rating services. Obligations of the State or its subdivisions must be rated of investment grade by at least one rating service. Because the State of Michigan does not require collateralization of public funds, the City's policy restricts Certificates of Deposit investments to those with financial institutions that are members of the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration.

Concentration of Risk: Governments must disclose any single issuer that comprises more than 5% of the investment value in the portfolio. This disclosure is to ensure that there is proper diversification and not a concentration of public funds with any one issuer. While CD's and commercial paper are being used only occasionally for diversification, the City's funds are primarily invested in guaranteed accounts and treasuries. To reduce concentration risk, the City's investments are diversified amongst several highly rated financial institutions.

Investment Report

Attached is a summary listing of investments by issuer that the City held on December 31, 2024 (excluding Retiree Healthcare and Pension Investments that are not subject to Public Act 20 Investment Limitations). The listing includes the market value, type of investment, days to maturity, interest rate (yield) and amount of investment (book value). The book and market value for the Fifth Third checking account represents the bank balance on December 31, 2024, and does not include any month end reconciling items.

A comprehensive detailed listing of each investment's details and maturity date is maintained in the Treasurer's office. The report includes all investment accounts by issuer including all pooled fund accounts. Please note that all investments included in this report are in accordance with the City's Investment Policy and State statutes and meet the City's investment objectives including Safety of Capital, Liquidity, and lastly Return on Investment. The issue of non-compliance with the MERS Retiree Health Care Account is currently being addressed and remedies are being considered.



City of Novi

Quarterly Investment Report

December 31, 2024

Investment Officer's Certification: This report is prepared for the City of Novi in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.023 (a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body, a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Finance Director and includes the disclosures required in the PFIA. Market prices were obtained from Various Brokerage Accounts: Huntington Bank, UBS, Comerica, Fifth Third Securities and J. P. Morgan.

PERFORMANCE VALUES

TRR-MV	Total Rate of Return - Market Value	0.780%
Annualized TRR-MV	Annualized Total Rate of Return - Market Value	3.170%
YTM@Cost	Yield to Maturity @ Cost	3.543%

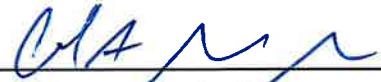
BENCHMARKS

Treasury 6 Month 4.320%
Treasury 1 Year 4.230%

FISCAL YEAR TO DATE

Investment Income 854,170
TRR-MV 0.780%

Security Sector	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
Cash	3,958,470.80	3,958,469.38	3,958,470.80	3.52	0.00	1
Certificate Of Deposit	15,513,000.00	15,390,142.94	15,477,563.43	13.76	3.66	463
Local Government Investment Pool	46,662,846.39	46,662,846.39	46,662,846.39	41.48	4.69	1
Money Market	10,955,282.84	10,955,282.84	10,955,282.84	9.74	4.42	1
Municipal	16,425,000.00	15,822,919.85	16,737,911.66	14.88	2.65	1,204
US Agency	18,735,000.00	18,349,329.80	18,701,903.22	16.62	1.61	306
Total / Average	112,249,600.03	111,138,991.20	112,493,978.34	100.00	3.54	294


Carl A. Johnson, Jr. - Finance Director / Treasurer, CFO

3/19/25
Date



City of Novi

Distribution by Security Sector - Market Value

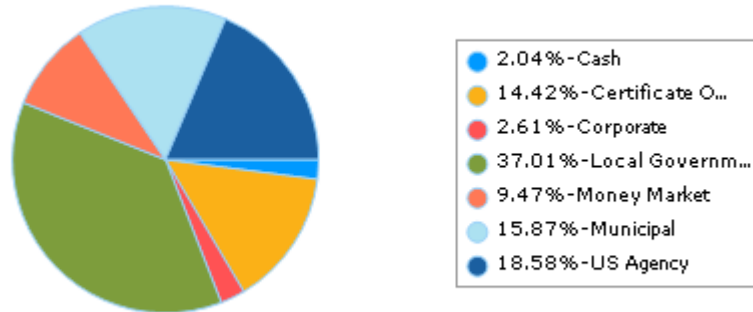
All Portfolios

Begin Date: 9/30/2024, End Date: 12/31/2024

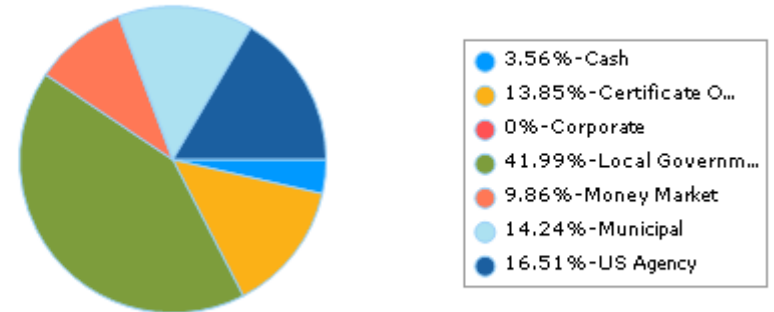
Security Sector Allocation

Security Sector	Market Value 9/30/2024	% of Portfolio 9/30/2024	Market Value 12/31/2024	% of Portfolio 12/31/2024
Cash	2,337,597.18	2.04	3,958,469.38	3.56
Certificate Of Deposit	16,497,590.68	14.42	15,390,142.94	13.85
Corporate	2,982,903.68	2.61	0.00	0.00
Local Government Investment Pool	42,324,964.63	37.01	46,662,846.39	41.99
Money Market	10,831,804.89	9.47	10,955,282.84	9.86
Municipal	18,150,032.45	15.87	15,822,919.85	14.24
US Agency	21,249,964.10	18.58	18,349,329.80	16.51
Total / Average	114,374,857.61	100.00	111,138,991.20	100.00

Portfolio Holdings as of 9/30/2024



Portfolio Holdings as of 12/31/2024





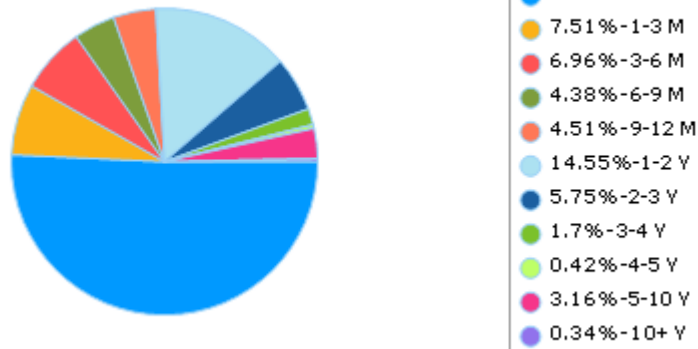
City of Novi Distribution by Maturity Range - Market Value All Portfolios

Begin Date: 9/30/2024, End Date: 12/31/2024

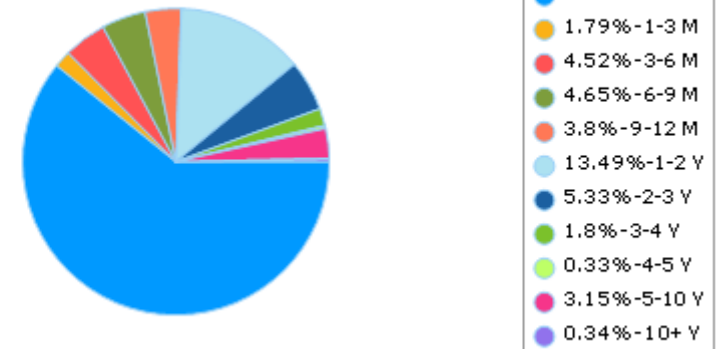
Maturity Range Allocation

Maturity Range	Market Value 9/30/2024	% of Portfolio 9/30/2024	Market Value 12/31/2024	% of Portfolio 12/31/2024
0-1 Month	58,031,979.73	50.74	67,571,788.61	60.80
1-3 Months	8,591,265.68	7.51	1,994,780.00	1.79
3-6 Months	7,956,590.00	6.96	5,020,044.95	4.52
6-9 Months	5,007,525.25	4.38	5,162,698.45	4.65
9-12 Months	5,161,861.90	4.51	4,226,707.30	3.80
1-2 Years	16,639,217.00	14.55	14,998,058.94	13.49
2-3 Years	6,575,269.40	5.75	5,923,674.70	5.33
3-4 Years	1,939,595.70	1.70	1,998,562.60	1.80
4-5 Years	475,519.05	0.42	362,299.40	0.33
5-10 Years	3,612,144.30	3.16	3,501,825.05	3.15
10+ Years	383,889.60	0.34	378,551.20	0.34
Total / Average	114,374,857.61	100.00	111,138,991.20	100.00

Portfolio Holdings as of 9/30/2024



Portfolio Holdings as of 12/31/2024



City of Novi

Begin Date: 9/30/2024, End Date: 12/31/2024

Description	Interest Earned During Period-MV	Unrealized Gain/Loss- MV	Realized Gain/Loss-MV	Investment Income- MV	TRR-MV	Annualized TRR-MV
Cash	0.00	-1.42	0.00	-1.42	0.00	0.00
Certificate Of Deposit	184,472.72	-25,265.41	0.00	159,207.31	0.97	3.95
Corporate	0.00	0.00	17,096.32	17,096.32	1.31	5.33
Local Government Investment Pool	486,881.99	0.00	0.00	486,881.99	1.25	5.10
Money Market	123,477.95	0.00	0.00	123,477.95	1.14	4.64
Municipal	120,823.63	-191,927.60	4,815.00	-66,288.97	-0.39	-1.57
US Agency	74,431.59	42,473.40	16,892.30	133,797.29	0.66	2.68
Total / Average	990,087.88	-174,721.03	38,803.62	854,170.47	0.78	3.17

City of Novi
Portfolio Holdings
As of 12/31/2024

Description	YTM @ Cost	Book Value	Market Value	Days To Maturity	Accrued Interest	% of Portfolio
Allendale MI Pub Sch Dist Unltd tax go ref bonds	1.757	1,024,389.41	842,550.00	2,496	3,583.33	0.89
Bank of America CD	5.000	1,000,000.00	1,012,210.00	507	5,342.47	0.89
Capital One NA	3.354	2,800,000.00	2,768,756.00	620	34,987.40	2.49
Chippewa Valley Mich Schs	2.237	1,000,000.00	952,340.00	851	3,728.33	0.89
City of Ishpeming MI	1.800	307,706.42	270,742.40	1,582	1,026.83	0.27
Comerica	0.000	1.42	0.00	1	0.00	0.00
Federal Farm Credit Bank	1.220	2,226,397.61	2,185,109.80	224	1,972.41	1.99
Federal Home Loan Bank	1.731	13,983,205.63	13,700,920.00	348	76,979.88	12.47
FHLMC	1.419	1,492,678.90	1,466,130.00	224	3,475.00	1.34
Fifth Third	0.000	3,958,459.87	3,958,459.87	1	0.00	3.53
Flagstar Bank	5.550	2,000,000.00	2,000,000.00	21	76,027.40	1.78
Flagstar Bank CD	4.400	1,000,000.00	1,001,740.00	293	12,416.44	0.89
FNMA	1.057	999,621.08	997,170.00	29	2,406.67	0.89
Holly Mich Area School Dist	2.750	700,000.00	696,451.00	122	3,208.33	0.62
Homer Cmnty SD	2.400	811,662.30	777,024.40	851	5,233.33	0.70
Huntington National Bank	4.420	10,955,282.84	10,955,282.84	1	0.00	9.76
Jackson CNTY MI Transprtn Fund Bond	2.455	256,173.80	225,801.60	2,161	745.80	0.21
JP Morgan Chase CD	4.262	1,985,874.64	1,976,000.00	1,018	16,438.36	1.78
Ken Mi Hosp Fin Auth	2.000	1,157,476.30	1,083,353.40	926	13,882.86	1.02
Kent MI Hosp Fin Auth Revenue	1.936	103,716.32	91,557.00	1,657	1,300.79	0.09
Macomb Cnty MI	2.739	1,392,937.42	1,297,153.00	2,131	8,939.67	1.16
Michigan Class	4.687	46,660,339.50	46,660,339.50	1	0.00	41.57
Michigan Fin Auth	1.509	1,472,063.60	1,424,095.45	851	7,255.14	1.31
Michigan Finance Authority	5.183	1,759,210.01	1,753,084.20	152	2,195.55	1.59
Michigan St Fin Auth	1.412	1,283,724.87	1,228,627.50	554	11,833.75	1.11
Michigan St Hsg Dev Auth	2.340	90,221.48	83,416.45	2,526	237.29	0.08
Michigan State University Federal Credit Union	1.987	3,000,009.51	3,000,009.51	216	272,183.83	2.67
Morgan Stanley Bank	1.846	1,691,688.79	1,631,426.94	688	2,463.90	1.53
New Haven Community School	2.560	750,000.00	745,425.00	121	3,200.00	0.67
Oakland County	3.901	2,506.89	2,506.89	1	0.00	0.00
Oakland Univ Muni Bond	4.192	199,214.16	181,213.20	8,095	3,000.00	0.16
Parchment SD	2.900	675,000.00	671,685.75	121	3,262.50	0.60
State of Michigan	2.846	3,030,945.56	2,795,065.20	1,937	13,167.50	2.63
UBS Bank USA CD	3.800	1,000,000.00	995,870.00	626	1,353.42	0.89
Wayne MI ST UNiV	2.601	108,470.01	102,531.00	1,415	638.89	0.09
Wells Fargo Bank CD	5.400	1,000,000.00	1,004,140.00	134	2,515.07	0.89
Ypsilanti MI	3.185	615,000.00	600,803.30	679	3,264.50	0.55
Total / Average	3.543	112,493,978.34	111,138,991.20	289	598,266.64	100

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: JEFF MUCK, PRCS DIRECTOR
SUBJECT: CRICKET FIELD REQUEST
DATE: APRIL 10, 2025

Mayor and Council –

FYI on a recent request received by the PRCS department.

- Victor

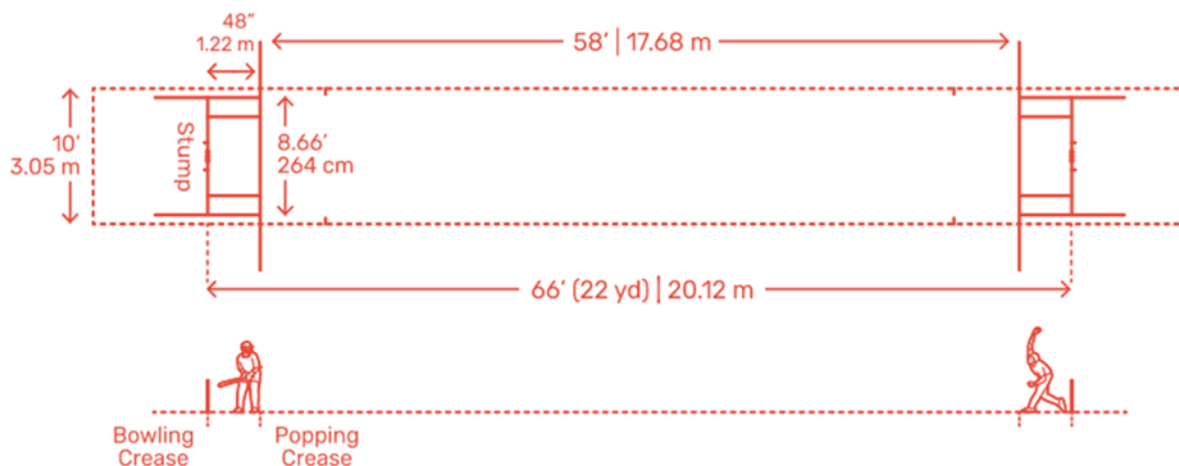
PRCS has field rental agreements with the Detroit Cricket League and Farmington Cricket League to use the four lighted fields Ella Mae Power Park for league play. Detroit Cricket League rents approximately 320 hours of field time annually over various weekends from May to September. The Farmington Cricket League annually rents approximately 408 hours of field time over various weekends from April to October. Both organizations play a modified style of play on the ball fields that is popular in metro Detroit and includes the annual Cricket Cup tournament held annually in Novi.

The City has been approached by an individual advocating for the construction of a full-size cricket pitch similar to those located in Northville and Lyon Oaks County Park. The pitch would be roughly 10'x102' in the middle of the cricket grounds, oval in shape, and construction would require excavation, installation of a concrete pad, and approved turf.



Example of an artificial turf pitch.

Cricket Pitch



The individual seeking the full-size field inquired about space at ITC Community Sports Park. He proposed an area by field B. In the image below, he proposed the center pitch inside the circle and the development of a practice cage/net at a later time.

City staff have reviewed the request and denied it for the following reasons:

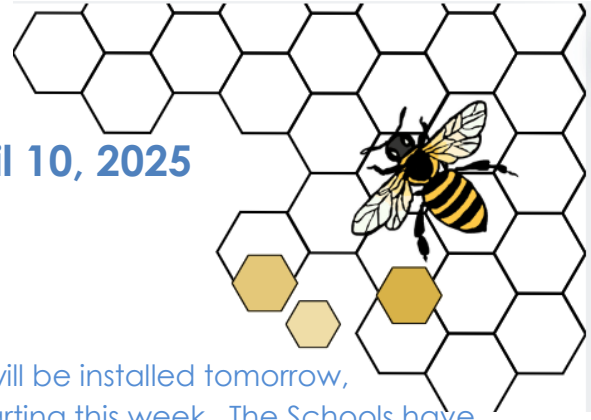


1. Topography of the site is not suitable. It would require significant re-grading, re-seeding, and replacement/re-routing of irrigation lines.
2. Availability of the space to cricket would be very limited. The space is in use Monday-Friday from April-Early June and August-First week of November by both PRCS soccer programs and the Michigan Jaguars FC for practices. The Michigan Jaguars, with whom we had a long-standing relationship, also schedule games on Saturday and Sunday throughout the spring and fall seasons on the fields.
3. It would require movement of soccer goals on a weekly basis to open the space for cricket. Goals are not designed to be moved frequently and would cause damage and safety concerns.
4. Adding a pitch would limit the ability to rotate and adjust the soccer fields for various field condition issues.
5. There are currently no funds allocated for this project in PRCS or CIP. The concrete/turf pitch would cost approximately \$50,000 alone to install. Additional costs would include engineering, grading, irrigation, and more that would vary depending on the selected site.
6. A full-size cricket pitch has not been identified as a priority in community surveys conducted during the PRCS Master Plan process.

PRCS staff are currently working on ideas, priorities and cost estimates for the expansion property adjacent to the existing ITC Community Sports Park. Designating an area for a cricket pitch may be considered as a future project. We have not been able to identify any other properties suitable for this project within the current park system.

Buzz Report

April 10, 2025



Hot Topics:

- **Taft Road – School Zone Signs/Crossing Guard**

The school zone speed sign that was ordered has arrived and will be installed tomorrow, Friday, April 11th. A crossing guard has been stationed there starting this week. The Schools have requested a Traffic Control Order (TCO) for the no left turn sign that they have installed. We plan on bringing that before Council this summer so it is in place for the Fall when parents can be properly given notice.

- **Summerlin Water Basin**

A stormwater retention basin on the northwest corner of the City that services the the Summerlin neighborhood has not been properly maintained, which is forcing water into a neighboring property not associated with the subdivision. Engineering has been working with all parties to ensure corrective action is taken.

- **Shawood Lake Island Purchase**

The purchase agreement for the Island has been signed. Title paperwork is being worked on by the attorneys of both parties, and we are awaiting the property survey. [An update from City Attorney is forthcoming](#)

- **2025 Road Construction Projects Map**

A new map featuring all currently planned 2025 Road Construction Projects has gone live on the city website. The map is color coded to identify the type of project and includes the official detour routes for each project in lefthand panel. Any changes and updates to the road projects will be reflected in the map as needed, typically within the week of the update.

- ~~**Novi High School Tennis Lights**~~

~~The High School has turned on the lights in the tennis courts for the season. While no complaints have yet been received, this historically has caused some curiosity and consternation from neighboring residents.~~

- ~~**City Water Fluoride Concerns**~~

~~Recently, there has been a small uptick in resident concerns about water fluoridation. This stems primarily from a [September 2024 Federal Court Order to the EPA](#) to take regulatory action to address the optimal level of fluoridation in drinking water in the U.S. as well as the recent [State of Utah ban on fluoride in public drinking water](#). The Great Lakes Water Authority (GLWA) is the wholesale provider for the City of Novi Water System. Fluoride levels average between .7 and .85 ppm. The EPA has not yet given any direction on the ruling in California. We will continue to work with GLWA on water quality issues and abide by any EPA decisions regarding the fluoride in the drinking water. Concerned residents have the option of purchasing commercially available water filters that will reduce the amount of Fluoride in their drinking water.~~

Development Project Updates:

[Map of Development projects](#)

- **Feldman Kia PRO**

Approval was given to Feldman Kia by the Planning Commission at their April 9th meeting. This matter will come back before Council in May

- **Bar Louie (Twelve Mile Crossing)**

We have received confirmation from the property management that The Bar Louie Location located in Twelve Mile Crossing has permanently closed.

- **Station Flats**

The planned project in between Target and Sam's has been scuttled and there are no proposals to continue with it in its current form

- **Camelot Parc/Avalon** by Village of Stonebrook

Townhomes for sale with garages, fewer units (currently zoned under a special land use, which council will have a decision)

- **On the Border (Haggerty Road) Closed**

UPDATE - Per earlier updates please see the following [article about a chapter 11](#) filing by the corporate On the Border holding company.

- **Porsche of Novi** – Grand River/Haggerty Road

UPDATE – A Temporary Certificate of Occupancy (TCO) has been issued for the 19,170 square foot, two-story Porsche car dealership (next to the Audi Sales Center)

- **El Car Wash # 2 will take over the Original \$6 Car Wash on Novi Road and 96**

- **Audi Sales Center** (Former Jaguar dealership) – 10 Mile/Haggerty Road

The former Jaguar dealership located at 24295 Haggerty Rd is in the process of being converted to an Audi Sales Center. Currently the renovation is in full swing and recently was approved for its "rough" building inspection.

Estimated Completion Date: Mid-April 2025

- **Elm Creek PRO (Meadowbrook and 12 Mile development)**

The residential development [proposed by Toll Brothers](#) (two-phased 134-unit multiple-family townhome development) has been halted, and they will not be proceeding with construction. It would appear this is a result of a property dispute between the owners of the parcel.

- [Joann CLOSING](#)

The fabric and craft retailer Joann filed for bankruptcy for a second time in January and this Wednesday (2/19/25) announced plans to close approximately 500 of their stores across the

nation, 37% of these closures are in the Great Lakes region. **Included** in the list of planned store closures is the longtime Novi location in West Oaks (next to Kohl's).

- **El Car Wash** (Former PNC Bank) – Grand River Ave/12 Mile Rd
The former PNC Bank located at 48648 Grand River Ave has been demolished and an El Car Wash will be being built on the site. The project has already received approvals from the Planning Commission ([4/10/24](#)) and Zoning Board of Appeals ([5/14/24](#)). Currently, a pre-construction meeting has been held and the building plans are in the final stages of review prior to permit issuance.

Estimated Completion Date: Fall 2025

- **Cantaritos Fiesta Mexican Restaurant** (Former Chili's Grill & Bar) – 8 Mile/Haggerty Road
The former Chili's location in the City's southeast corner is planned to soon become a new Mexican restaurant following necessary renovations and upgrades to the interior of the building. The restaurant also has a location in Royal Oak that opened in May 2023. The building plans for the renovation were recently submitted and undergoing review.

Estimated Completion Date: Late Spring or Summer 2025

- **Raising Cane's Chicken Fingers** ([Former Wendy's](#)) – Novi Rd/Grand River Ave
The Novi Wendy's location at 26245 Novi Rd recently closed as part of a company plan to shutter 140 locations nationwide. The Louisiana-based fast food chain Raising Cane's is planning to take over the space in the near future. Raising Cane's specializes in chicken fingers, crinkle-cut fries and Texas toast.

Estimated Completion Date: Currently Unknown (no submittals to date, project scope unclear)

- **Primrose School** (Former Whitehall nursing home) – 10 Mile/Novi Road
The former Whitehall nursing home at 43455 Ten Mile Rd has been demolished and Primrose School, a 13,586 square foot private preschool and daycare center, is currently being built on the former site. When completed, is estimated to be able to have 202 children during its peak hours.

The construction was previously limited only to foundation/flatwork while a hydrant was installed to make water available at the site. As of December 4th, the full building permit has been issued, which will allow them to proceed with "vertical" construction.

Estimated Completion Date: Summer 2025

Frequently Asked Questions:

None at current