

**DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF WIXOM
49045 PONTIAC TRAIL
June 7, 2005**

**APPROVED
07/21/2005**

This meeting of the Wixom Downtown Development Authority began at 8:00 a.m. with the following individuals present:

MEMBERS: Anthony Barbosa, Eugene Boilore, Sandra Motz, Debbie Schuster, Dave Vanderhovel, and Mark Weller
STAFF: Tony Nowicki, Jon Booth (HRC)

Determination of Quorum:

A quorum was present.

Minutes:

MOTION by Dave Vanderhovel to approve the April 21, 2005 minutes; seconded by Debbie Schuster.

VOTE: UNANIMOUSLY CARRIED

Executive Director's Report:

Mr. Nowicki stated that there was nothing to report; everything will be covered under New Business.

Consideration of Proposals submitted for the Village Center Area Public Spaces Project:

Mr. Nowicki explained that the agenda was prepared last Wednesday and sent out; on Friday the bids were received for the project. As you may recall we have a \$3 million budget for the work here in the VCA. The bids came in at \$3.4 million and \$4.4 million, which put us significantly over the budget. He then introduced Jon Booth from Hubbell, Roth and Clark (HRC). We feel that the prices bid are high and we don't have the budget, it would be our recommendation that the DDA reject the bids and that Hubbell, Roth, and Clark and Hamilton Anderson go back to the drawing board and modify the plans to try and reduce the cost and that we re-solicit proposals for the Public Space Project.

He continued by stating that his belief is that the estimates that Hamilton Anderson and Hubbell, Roth and Clark put together are good estimates based on their previous history and experience with similar projects. Unfortunately we only had two bidders and they were high.

Mr. Booth explained that Hamilton Anderson and HRC are going to go back to the drawing boards and they are going to delete some things that were put in out of wants and desires rather than absolute necessity. They have already identified several things that they can take out which adds up to about \$250,000 as of right now. He also explained that when they do go back to the drawing board they won't be starting from scratch, they will just be pulling things out that aren't an absolute necessity. They are trying to get reasonable numbers that they feel are representative of the work that is out there.

Dr. Weller asked if they were looking to re-bid the whole thing from scratch or if they were looking for additional bids.

Mr. Nowicki stated that they have to reject the bids and re-solicit for additional contracts.

Jon Booth commented that they fully expect both contractors that bid, to re-bid, giving them the opportunity to take a few things out and they can adjust their numbers.

Mr. Vanderhovel asked if they were disappointed with only two people bidding, and if they had expected more.

Mr. Nowicki explained that they had expected a considerable amount of bidders. He stated that this is an interesting project and a complex project, but there are a number of contractors around that are fully capable of doing this work. He did have the opportunity to speak to one contractor and his comment to me on why they didn't bid is that he missed it in the publications. We put it in the publications like we normally do for all of our construction project, and for some reason or another it was missed by at least one contractor possibly more.

Mr. Vanderhovel asked what publications we normally use.

Mr. Nowicki answered that we use the Spinal Column and Michigan Contractor and Building. Michigan Contractor and Building is the big one.

Mr. Boilore asked if they have a list of people that they would like to be the contractors.

Mr. Nowicki replied that they don't.

Mr. Boilore commented that his suggestion was going to be to find 6-8 of the contractors that you think you would like to work with and send them directly.

Ms. Schuster asked if you could do that.

Mr. Nowicki explained that they can make some phone calls and advise them.

Mr. Boilore stated you could send them a letter stating that we are placing a bid in the publication and it is going to appear at this date.

Ms. Schuster explained that earlier Mr. Nowicki had mentioned that the contractor that is doing the work across the road didn't bid. They are somebody that is already familiar with the scope of work.

Mr. Vanderhovel added that they were banking on the fact that they would have all of their vehicles here anyway and that would cut the cost. He had to know that the bid was going on.

Mr. Nowicki replied that he was the one that missed it.

MOTION by Dave Vanderhovel and second by Mark Weller to reject all bids for the Village Center Area Public Spaces Project.

VOTE:

UNANIMOUSLY CARRIED

MOTION by Dave Vanderhovel and second by Anthony Barbosa to direct Hubbell, Roth, and Clark and Hamilton Anderson redesign plan of the Village Center Area's Public Space Areas and re-bid the project.

VOTE:

UNANIMOUSLY CARRIED

Dr. Weller asked what the time frame was.

Mr. Nowicki stated that they are trying to expedite it and the engineers are already starting to work on it. They are trying to put it into the position where City Council can act on it during the last meeting in July.

There was then discussion to set up a time for the DDA's next meeting. They tentatively scheduled July 19, 2005 at 7:30 a.m.

Dr. Weller asked how long they let the bids stay out there.

Mr. Nowicki explained that it depends on the complexity. This one was out about a month.

Mr. Booth commented that they were available on May 9, 2005 and they were due on June 1, 2005 and it was extended two days later.

Mr. Nowicki stated that they already have two contractors that have reviewed it and we have another contractor that we know of that has familiarity with the entire project, so we think the timing will work.

Mr. Boilore asked if the public restrooms were still in there.

Mr. Nowicki explained that they are in there as an alternate. One of the curious issues on this low bid, is that we had estimated the restrooms would be valued around \$85,000 and the low bid contractor bid \$175,000.

Mr. Boilore stated he didn't see why we really needed them.

Ms. Schuster asked Mr. Booth when he goes back to the drawing board what sort of things are you looking at to cut out \$250,000.

Mr. Vanderhovel commented that we may not have to cut that much if the new bidder comes in lower, we might be able to get almost everything we wanted.

Mr. Nowicki explained that is the way they will do it; they will put these things in as delete option or add option.

Mr. Booth explained from an engineering prospective some of the work that could be cut out; for example we had conduits in place for a future sound system running through that area, it's a good thing to have if you are planning for it, not a necessity to have. Fiber optic conduit running from City Hall to the Civic Center for future use, underneath the pavement; water and sanitary sewer leads for the future buildings that are projected to be between City Hall and Pontiac Trail. For Hamilton Anderson's prospective annual plants, site furnishings, plain concrete vs. color concrete. Also, some up lights in the landscaping, they will still install the conduit so when funds become available you can put it in. Those are the kind of things that we have identified right now that we can cut out of here. The beauty is that these don't take a lot of time to modify the plan.

Mr. Vanderhovel asked why the DDA would be paying for an underground water system for the potential new buildings. He wondered if it was just because we want to have it in.

Mr. Nowicki explained that they wanted to pay for it so that there was no further site disruption when the new building comes in. Now if someone buys that site and they have to extend utilities they may have to rip up some minor improvements that we have already put in the ground. That is what we were trying to

avoid. When you look at it, it'll be a number of years down the road and the damage to the infrastructure may be minimal.

Mr. Boilore pointed out that it may not even happen.

Ms. Motz asked if we don't put the fiber optic conduit in, then we would have to tear it all up, she commented that she would think that fiber optics would be part of the future.

Mr. Nowicki explained that unfortunately there is not one big ticket item that is going to save all the money; it's all small dollar amounts. The fiber optic cable that goes between this building and the other one, the reason that we put it under there is because it is a straight shot and it would be under the improvement. If we have to do that at a later date, then we would have to seek an alternate method. We tried to project the need of the area into the future and address each and every issue that we could possibly think of.

Dr. Weller pointed out that it would be cheaper to do it now then it would be to do it later if you have to tear things up.

There was a brief discussion on the Oakland County Road Commission, and how much they have assisted the City through this whole process.

New Board Members:

Mr. Vanderhovel stated that the DDA has three people that have not made it to a meeting in a year.

Ms. Schuster asked how the terms worked.

Mr. Vanderhovel stated that the three people who do not attend the meetings terms are up on June 30.

Mr. Nowicki stated that they had received a letter from Sally Klebba indicating that she would not be seeking a re-appointment. He explained that the Mayor recommends and the Council accepts the new members.

Dr. Weller asked if they make a recommendation to the mayor.

Mr. Boilore stated that is what they would like to do today. They have three names, two of which has agreed, Marvin Poota, and Dino Grossi.

Ms. Motz asked if there was an application process and Mr. Nowicki answered that there was.

Mr. Vanderhovel then introduced Louis Kirby, a new business owner in Wixom, who was interested in sitting on the board.

Mr. Nowicki stated that one of the representatives from Cohen/Robertson may be interested as well.

Dr. Weller asked if we needed to send out applications to those individuals.

Mr. Nowicki stated Mr. Boilore had already dropped off applications to Marvin and to Dino Grossi, and Lou had already turned his application in.

Mr. Vanderhovel asked how many people could serve on the board.

Mr. Nowicki stated that he thought they were at the max according to the DDA By-laws, but he would check into it.

Mr. Vanderhovel asked who drafts the letter.

Mr. Nowicki stated that Mr. Boilore and he could draft the letter as long as the Authority makes a motion to authorize the chairman to submit a letter outlining the issues.

MOTION by Dave Vanderhovel and second by Mark Weller to authorize the Chairman of the DDA to draft a letter to the Mayor and City Council recommending the appointment of Marvin Poota, Dino Grossi, and Louis Kirby to the DDA.

VOTE:

UNANIMOUSLY CARRIED

Dr. Weller asked if there are specific businesses that are moving in at this time.

Mr. Nowicki stated that he knew for certain that Dino Grossi would be opening up a family style sit-down pizzeria. There is another lease sign for the building right next to the Post Office for a Cheer's type tavern called Lou Lou's. He isn't sure how the liquor licenses are going to shake out, but there is some competition on because there is another Irish type pub that is interested in moving in. They have hired a liquor license attorney to help them through the process. There is going to be an ice cream shop, hair salon, a tailor, a coffee shop and a bakery. The one building is over 58% leased right now, and that is hard to do when you don't even have a building.

Mr. Vanderhovel asked if the liquor license would be for the pizzeria.

Mr. Nowicki answered that it was, subject to Council approval.

Mr. Vanderhovel asked if there was a separate licenses for a full fledged bar tavern and a place who just wanted to do beer and wine.

Mr. Nowicki stated that he wasn't sure and that was why they hired an attorney. There are also DDA license that are available somewhere along the line that we are pursuing.

Ms. Motz asked if because Dino Grossi has a liquor license for Volare they could combine the pizzeria and use one license for the both places.

Mr. Nowicki explained that it the locations license.

Mr. Vanderhovel confirmed that the next time we will have an opportunity to have more would be after the next census.

Mr. Nowicki added that they could pay for a mid decade census which could be about \$40,000.

Mr. Boilore replied that the person opening an establishment could bring a license in from another community.

Mr. Nowicki agreed and explained that any place in Oakland County can bring a license. From what he understands they are about \$60,000-\$70,000. He continued by stating one of the City's concerns is that if

for some reason a business they award a license too picks up and leaves they can take that license with them.

Mr. Vanderhovel asked where the tank was that they found in the road project.

Mr. Nowicki stated that it is on the north side of Pontiac Trail right by the bank and it is where it would be right under the curb.

Mr. Vanderhovel asked how it got there.

Mr. Nowicki explained that they suspect that it could be from Korex. There was always a water tank company. It is gasoline, so we suspect that it may even pre-date all of that and it could have been a gas station on that corner many years ago where they located tanks right by the roads.

Mr. Vanderhovel asked how old they thought it was.

Mr. Nowicki stated that he didn't know. There are no records of it or anything. They just found it and as soon as the contractor hit it and recognized what it was they stopped.

Mr. Vanderhovel asked if it had leaked.

Mr. Nowicki stated that it had, and it contaminated the soil.

Mr. Boilore stated that is what is sitting outside in the road right now, and they can't move it until they get the approval from the State.

Mr. Nowicki explained that they have to go through a licensing process with the State, which takes about 30 days to process all the paperwork, and then you go through complete closure. The contractor and Hubbell, Roth and Clark are trying to find ways to keep it going. They have removed the soil and they are stock piling it on site and covering it up the best they can with plastic, they have left the tank in the ground but they have removed all of the contaminated material underneath the road.

Mr. Boilore asked what they had heard about SBC moving their cable.

Mr. Nowicki stated that they are out there working now. They do the splice here, the cable goes up just short of Volare and then it heads north. So they are putting in that whole by-pass and then they will be able to move the cables. SBC has been out there the last few days along with Comcast. They are putting their vaults in.

Mr. Vanderhovel asked if the box next to the Post Office is getting replaced or taken down. Mr. Nowicki stated that it would be replaced.

Mr. Boilore asked what the time schedule was of when they might open Pontiac Trail.

Mr. Nowicki replied that it was the week of the 19th. He explained that they want to open up the whole thing at one time.

Mr. Vanderhovel stated that they will just have to blend that curb in.

Mr. Nowicki stated that there will be some inconveniences.

Mr. Vanderhovel asked how long that would be shut down.

Mr. Booth stated that he can't really speak to a schedule but the plan is to get the traffic moved over to the new recently built section of Wixom Road while they work on Old Wixom Road and the other half of where they are tying it in. It will be open to traffic, lanes will be closed periodically.

Mr. Boilore asked when they start the timing of how long the concrete has to cure before they allow trucks and vehicles on it.

Mr. Booth explained that typically they test the strength of the concrete after 7 days and 30 days. As long as it is reaching its strength at 7 days we are pretty comfortable that it will make it 30 days.

ADJOURNMENT:

The meeting adjourned at 8:37 a.m. on motion and second by Dave Vanderhovel and Mark Weller.

Elizabeth A. Rowe
Recording Secretary