

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**

December 14, 2021

**RESOLUTION AUTHORIZING AGREEMENT WITH THE OSBORN ENGINEERING  
COMPANY FOR ENGINEERING SERVICES RELATED TO LOUIS STOKES WING  
COMPACT SHELVING PROJECT**

- WHEREAS, The Library issued a request for proposals on September 27, 2021, to mobile shelving manufacturers and dealers to sell and install high density compact shelving on the seventh, and ninth floors of the Louis Stokes Wing (LSW) as well as on portions of the eighth floor of LSW; and
- WHEREAS, The Library asked each proposer to give pricing for two different shelving configurations: Option A (working within current Fire Code height limitations) and Option B (showing increased capacity possible with modifications to the ceiling infrastructure); and
- WHEREAS, The Library Administration has determined that the Option B configuration is the most cost-effective option to increase storage capacity on LSW floors seven and nine; and
- WHEREAS, In order for the Library to implement the Option B configuration, it will be necessary for the Library to obtain the services of a qualified engineering firm to provide design and engineering consulting, construction drawings, and specifications related to modifications needed to the ceiling infrastructure; and
- WHEREAS, Pursuant to Ohio Revised Code Section 153.71, when the estimated cost of professional design services for a particular project will be less than \$50,000, the Cleveland Public Library may select a professional design firm from among the qualified design firms on file; and
- WHEREAS, On December 7, 2021, the Library received a proposal from Osborn Engineering for design and engineering services for ceiling renovation and modifications for LSW floors seven and nine for a total contract price not-to-exceed \$49,750; and
- WHEREAS, The Library has determined that Osborn Engineering is the most qualified firm among the firms on file to perform the design and engineering services and finds their fee to be fair and reasonable; and

WHEREAS, The Library recommends that this Board authorize the Library to enter into an agreement with Osborn Engineering for design and engineering services; therefore be it

RESOLVED, That this Board authorizes the Executive Director, CEO or his designee, to negotiate and execute an agreement with the Osborn Engineering Company, subject to the approval of the Director of Legal Affairs, to provide design and engineering services for the modification and/or renovation of the ceiling infrastructure in LSW floors seven and nine, for a total contract price not-to-exceed \$49,750, to be charged to the Building and Repair Fund, Project # 18901.



P20211812.000

December 7, 2021

Eric Herman, Capital Projects Manager  
Cleveland Public Library  
325 Superior Ave. E  
Cleveland, OH 44114

*sent via email: [eric.herman@cpl.org](mailto:eric.herman@cpl.org)*

**Re: Proposal for ASME/FP Design and Engineering Services for Ceiling Renovation/Modifications at the Cleveland Public Library, Louis Stokes Wing, Floors 7-9 project in Cleveland, Ohio.**

Dear Mr. Herman:

Osborn Engineering (OE) appreciates the opportunity to offer this proposal for ASME/FP Architectural, Structural, Mechanical, Electrical, and Fire Protection design and engineering services for the above referenced project.

The scope of work for this project is related to a previous Study prepared by Osborn Engineering dated August 9, 2021 that served as the basis for the Cleveland Public Library (CPL) to obtain bids from prospective suppliers and/or manufacturers of high density shelving to reconfigure areas of Floors 7-9 of the Louis Stokes Wing to optimize use of such floor areas, maximize storage of various items and provide space for items stored in other locations and facilities. An option in such procurement process allowed for additional storage if additional height could be obtained via modifications of the existing ceilings. Such modifications are to include the removal of suspended "cloud" type elements, raising and/or reinstalling new/existing light fixtures, modifying the automatic sprinkler system and modifying the HVAC system as needed to provide the additional height. Note: Floors 7 and 9 include nearly the entire floor area in the scope of work, while only two, small areas are included for Floor 8.

### **SCOPE OF WORK**

Osborn Engineering will provide ASME/FP design and engineering consulting, construction drawings and specifications for the above referenced project in the following phases of work.

#### **1. CONSTRUCTION DOCUMENTS PHASE**

- 1.01 Participate in one (1) CD planning meeting.
  - 1.01.1 Participate in conference call coordination meetings as requested.
- 1.02 Prepare one CD progress submittal at approximately 75% CDs.
- 1.03 Respond to 75% Construction Document design review comments.
- 1.04 Review and coordinate design with construction cost estimate, schedule and phasing, if applicable.
- 1.05 Finalize HVAC, electrical and structural load calculations.
- 1.06 Coordination of light fixture layout. It is anticipated that Osborn Engineering will select light fixtures for all public and high visibility spaces including aisles and for life safety and egress. Osborn will develop light level calculations to confirm lighting fixture and layout selections are appropriate.
- 1.07 Finalize lighting and power design calculations.
- 1.08 Finalize design of fire-protection system modifications.
- 1.09 Prepare final Construction Document drawings and specifications for Bidding.
- 1.10 Specifications will be prepared in standard CSI six digit division format.



- 1.11 Submit stamped and signed PDF drawings and specifications for plan approval and building permit.
- 1.12 Respond to plan review comments.
- 1.13 Provide one (1) opinion of probable costs.
- 1.14 Provide record drawings (PDF format) per accurate information to be provided by others, including CPL, contractors and shelving provider.

## 2. BIDDING PHASE

- 2.01 Respond to Bidders' Requests for Information (RFIs).

## 3. CONSTRUCTION PHASE

- 3.01 Perform one (1) site visit per discipline during construction to observe the progress of construction.
- 3.02 Maximum number of two (2) shop drawing reviews and approvals per submittal.
- 3.03 Respond to Contractor RFIs.
- 3.04 Perform one (1) punch list per discipline prior to Beneficial Occupancy.

## CLARIFICATIONS

- Our fee assumes that, although changes are expected throughout the early development of the design, there will be no significant design changes after the 75% CD stage. If there are any significant design changes after that point, other than re-design work necessary to bring the project within the budget, OE would be entitled to additional design fees.
- The project will not pursue LEED certification. Although our design will incorporate a sustainable, energy efficient approach, our proposal does not include any LEED related services.
- Our Fire Protection services include the design of the required fire protection system design criteria only. Detailed hydraulic calculations and sprinkler head layout will be the responsibility of the Fire Protection System contractor. Our fees include the assumption that a new fire pump and generator(s) will not be required as we will be making recommendations that will include replacement and/or relocating sprinkler heads while maintaining use of the existing base fire protection system.
- Our Electrical Design services fee assumes that the existing electrical utility service and associated distribution system has the capacity to accommodate the proposed renovations and does not require upgrades. Any upgrades to these systems would entitle Osborn Engineering to additional design fees.
- Electrical design is based on reusing existing electrical panels, emergency lighting circuits, and lighting control systems in the library to reduce construction costs. Design for new electrical panels or large HVAC loads connecting back to the main electrical service is not included in this proposal. Since we are switching to LED, we expect a net reduction in electrical loads.
- Electrical design includes connecting HVAC equipment for any reworking of existing ductwork and equipment with the new ceiling configuration.
- Osborn will provide horizontal photometrics to check general lighting levels and emergency lighting, but not include detailed photometrics that models the stacks and vertical/horizontal lighting levels inside the aisles between the stacks.
- Fire alarm design will include the required design criteria and the preliminary layout of devices. Final device layout and permit drawings will be the responsibility of the Fire Alarm contractor.
- Utilities are readily available to the site, have sufficient capacity for this new facility and no extensions or upgrades are required.



- This proposal does not include any of the following:
  - Environmental / asbestos and lead paint identification or abatement.
  - Fees associated with any required permits.
  - Value Engineering.
  - Fast track construction; multiple bid packages. The drawings will be issued in one package that basically includes phasing as the work is intended to be performed and completed on a floor by floor basis.
  - Full time field observation and/or on-site construction management.
  - Building renderings.
  - Building signage. Code required exit and egress signage is included.
  - Layout or specifying of any furniture, fixtures or equipment.
  - Energy Modeling.
  - Material testing of any kind and environmental investigations or remediation.
  - Services for an overall building code review, underwriters review, or other local, state, or federal agency reviews.
  - All Technology Design Services, including pathways and backboxes.
  - Detailed photometrics with modeling of proposed shelving.
  - Any engineering services not listed above.

Please note that these services can be provided for an additional fee.

**FEES:**

Our lump sum fee to provide the services described above is \$49,750.00 including reimbursable expenses.

Osborn will invoice monthly based on percentage of work completed to date.

**ADDITIONAL SERVICES:**

Osborn Engineering shall provide additional services for the project, only when payment is authorized in writing. Such services shall consist of providing any services not otherwise included in this proposal or not customarily furnished in accordance with generally accepted engineering practice.

Construction observation site visits beyond those listed in the scope outline above will be charged on a per visit basis of \$500, per person per visit, plus expenses.

We have attached our standard Professional Services Agreement for your review and consideration. If acceptable, please return one signed copy for our execution.

If any of our proposed Scope of Work differs from your expectations, please contact me and we will be happy to revise it accordingly.



We are grateful for the opportunity to offer this proposal and we look forward to working with the Cleveland Public Library. We are prepared to begin work immediately upon your authorization.

Sincerely,

**OSBORN ENGINEERING**

Jason Heffelmire  
Director of Great Lakes

By: Todd A. Brandt, NCARB, ICC, LEED AP  
Director of General Architecture

cc: OECacct  
Matt Furjanic, Osborn Engineering