#### **CLEVELAND PUBLIC LIBRARY**

#### **Finance Committee**

September 19, 2023

# RESOLUTION AUTHORIZING AMENDMENT TO AGREEMENT WITH UBIQUITOUS DESIGN, LTD. FOR ARCHITECTURAL DESIGN SERVICES IN CONNECTION WITH THE RELOCATION OF THE LOUIS STOKES WING STAFF BREAKROOM

- WHEREAS, On September 13, 2022, this Board authorized the Cleveland Public Library to enter into an Agreement with Ubiquitous Design, Ltd. for professional design services regarding the relocation of the Louis Stokes Wing staff breakroom in an amount not-to-exceed \$47,500; and
- WHEREAS, Based upon recent meetings among the Executive Director, CEO, Main users' group, and union representatives, the Library Administration desires to ask Ubiquitous to modify its current design proposal in order to improve accessibility and pedestrian traffic flow, as well as to enhance the design of the catering/teaching kitchen in the staff breakroom; and
- WHEREAS, Ubiquitous has issued a revised proposal incorporating the Library's requested modifications to the staff breakroom project and the revised proposal results in an additional service fee in the amount of \$19,950; and
- WHEREAS, The Library Administration recommends that this Board authorize the Library to enter into an amendment to the agreement with Ubiquitous Design, Ltd. for the above-described services for an additional fee not-to-exceed \$19,950, thus increasing the total contract cost to an amount not-to-exceed \$67,450; now therefore be it
- RESOLVED, The Board of Library Trustees accepts the recommendation of the Library Administration and authorizes the Executive Director, CEO or his designee, to negotiate and execute an amendment to the agreement with Ubiquitous Design, Ltd., upon such terms and conditions as are approved by the Library's Director of Legal Affairs, increasing Ubiquitous Design, Ltd.'s compensation by \$19,950 for a total contract amount not-to-exceed \$67,450, which total expenditure shall be charged to the Building and Repair Fund Account 40190105-55300-19901 (Construction/Improvements).

## **MEMORANDUM**



**To:** John Lang, Chief Operating Officer

Cleveland Public Library

From: W. Daniel Bickerstaff, II AIA, NOMA, NCARB

Ubiquitous Design, LTD Architects

Date: 7 September 2023

Re: Additional Services Request (ASR 1)

CPL has requested that the design team revise the construction documents pursuant to internal reviews and programmatic reconfigurations. The construction documents, at the time of the request of relocating components of the New Staff Breakroom, were 75% complete.

Presently, we have to revise:

- 1.0 Architectural CD documents
- 2.0 Mechanical CD documents (plumbing and HVAC/Catering Kitchen Exhaust)
- 3.0 Electrical CD documents

#### New

- 4.0 Structural CD documents
- 5.0 New Separate Catering Kitchen Entrance

We must also execute additional field investigation specifically regarding the New Entrance into the catering kitchen and relative structural augmentation of the existing display case

Maximum total hours for the above mentioned effort shall be: 105 hours at @190.00

c.: file



3443 Lee Road Shaker Heights, OH 44120 216.752.4444 arcatek@udltd.com

DATE: AMOUNT:	08.24.20						
REASON:	A •	E۰	U٥	0 °	D o	С	(
PROJ. NAME: PROJ. NUMBER:	New Sta	ff Breakro	om				
LOCATION:	325 Sup	erior Aven	ue Clevel	and, OH	44114		
COMPANY:	Clevelan	d Public L	ibrary				
ACCT. CATEGORY:							
DELIVERY DATE:	08.24.20	23					
CPL PO Number	221131	<u> </u>	_	<u> </u>	_		

arcatek@udltd.com		CPL PO Nullibel	221131	
aroutorite acita.com	Additional Service	s Request		
Project Name:	Main Campus New Staff Breakroom	ASR #:	1	_
Project Number:		Date:	08.24.2023	-
CPL P.O. Number:	221131			
Summary of Work:	New Design Direction for New Staff Breakroom			-
Work Description:	Ubiquitous Design, LTD is seeking to incorporate signification of the seeking to incorporate signification and Powder Room) into a revised set of construct exceed our original contracted Architectural fee- of which the original fee for construction documentation has been of UD, LTD 45 Hrs. (including structural)	tion documents. This pa we have been compens	rticular design effort will	
A. LABOR SUMMARY (  45 hours x \$	/hour = \$ \$0.00 /hour = \$ \$0.00 /hour = \$ \$0.00 /hour = \$ \$0.00 /hour = \$ \$0.00		Total [A]:	\$8,550.00
	upporting documentation):		Total [B]:	\$0.00
·				
•	upporting documentation):		Total [C]:	\$0.00
	IED EQUIPMENT (attach supporting documentation):		Total [D]:	\$0.00
E. EQUIPMENT RENTA	L (attach supporting documentation):		Total [E]:	\$0.00
F. OVERHEAD & PROF	TIT: (If Applicable) 0.	00%	Total [F]:	\$0.00
G. SUBCONTRACTOR	(attach itemized quotes/invoices):		Total [G]:	\$11,400.00
H. OVERHEAD & PROF	FIT (Subcontracts Only) 0.	00%	Total [H]:	\$0.00
I. CM FEE	0.	00%	Total [I]:	\$0.00
2. Reimbursables (e.ç	S: surance cost (attached supporting documentation): g., permits, licenses, inspection, tests, etc. (attach documen	tation):	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	
			Total [j]:	\$0.00
	GRAND TOTAL (A	+B+C+D+E+F+G+H+l-	+J): <u>\$1</u>	19,950.00
Signature	W. Dand Britary J. It	· ———	09.07.2023	_
Owner Approval:	Founder and Principal Architec	t	Date:	
Signature:				
	d Public Library		Date:	-

## ADDITIONAL SERVICES REQUEST

**Hughes Engineering** 

Address: 3343 East 139th Street, Suite 201

Cleveland, OH 44120

Phone: (216) 246-8415

Email: a1.hughes jr@yahoo.com

DATE	09.09.2023
ASR #	1

### Bill To

W. Daniel Bickerstaff, II Ubiquitous Design, LTD 3443 Lee Road, Shaker Heights, OH 44122 216.752.4444 arcatek@udltd.com

PROJECT NAME	DESCRIPTION	QTY	UNIT PRICE	TOTAL
CPL	ASR 1	20	\$ 190.00	\$ 3,800.00

 SUBTOTAL
 3,800.00

 ASR Total
 \$
 3,800.00

THANK YOU FOR YOUR BUSINESS



## ASR No. 23909-01

Kobus Engineering 1298 East 346th Eastlake, Ohio 44095 (440) 487-8644

Λ	C	D
⇗	J.	$I \mathcal{N}$

Cus	stomer			
Name	Ubiquitous Design, I	LTD.	) (	Date
Address	3443 Lee Rd			Orde
City	Shaker Heights	State Oh ZIP 44120		Rep
Phone	(216)752-4444			FOB

Date	9/9/2023	
Order No.		
Rep		
FOB	-	

Qty	Description	Unit Price	TOTAL
	MP Engineering Services Project: Cleveland Public Library Main Branch		
	New Staff Breakroom 40 Hrs @ \$190.00	\$7,600.00	
	Total Additional Services Fee	\$7,600.00	
		SubTotal	\$7,600.00
	Taxes	State	
		TOTAL	\$7,600.00