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).
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
Ubiquitous Design, Limited
3443 Lee Road
Shaker Heights, OH 44120
216.752.4444
arcatek@udltd.com

DATE: 08.24.2023
AMOUNT: $19,950.00
REASON: A • E • U • O • D • C
PROJ. NAME: New Staff Breakroom
PROJ. NUMBER: 221131
LOCATION: 325 Superior Avenue Cleveland, OH 44114
COMPANY: Cleveland Public Library
ACCT. CATEGORY: 08.24.2023
CPL PO Number 221131

Additional Services 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 significant design changes (relocation of New Catering Kitchen and Powder Room) into a revised set of construction documents. This particular design effort will exceed our original contracted Architectural fee- of which we have been compensated 50%. To-Date 75% of the original fee for construction documentation has been completed.

UD, LTD 45 Hrs. (including structural)

A. LABOR SUMMARY (attach supporting documentation):

<table>
<thead>
<tr>
<th>Hours</th>
<th>Rate</th>
<th>Total</th>
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<tbody>
<tr>
<td>45</td>
<td>$190</td>
<td>$8,550.00</td>
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Total [A]: $8,550.00

B. MATERIAL (attach supporting documentation):

Total [B]: $0.00

C. TRUCKING (attach supporting documentation):

Total [C]: $0.00

D. CONTRACTOR OWNED EQUIPMENT (attach supporting documentation):

Total [D]: $0.00

E. EQUIPMENT RENTAL (attach supporting documentation):

Total [E]: $0.00

F. OVERHEAD & PROFIT (If Applicable) 0.00%

Total [F]: $0.00

G. SUBCONTRACTOR (attach itemized quotes/invoices):

Total [G]: $11,400.00

H. OVERHEAD & PROFIT (Subcontracts Only) 0.00%

Total [H]: $0.00

I. CM FEE 0.00%

Total [I]: $0.00

J. MISCELLANEOUS:

1. Additional bond/insurance cost (attached supporting documentation): $0.00
2. Reimbursables (e.g., permits, licenses, inspection, tests, etc. (attach documentation): $0.00
3. 
4. 
5. 

Total [J]: $0.00

GRAND TOTAL (A+B+C+D+E+F+G+H+I+J): $19,950.00

Signature

Founder and Principal Architect

Date: 09.07.2023

Owner Approval:

Signature

Cleveland 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 Breakdown

<table>
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<th>PROJECT NAME</th>
<th>DESCRIPTION</th>
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<td>$3,800.00</td>
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**Subtotal** 3,800.00

**ASR Total** $3,800.00

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THANK YOU FOR YOUR BUSINESS 😊
Kobus Engineering  
1298 East 346th  
Eastlake, Ohio 44095  
(440) 487-8644  

<table>
<thead>
<tr>
<th>Qty</th>
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<td>Project: Cleveland Public Library Main Branch</td>
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<td>New Staff Breakroom 40 Hrs @ $190.00</td>
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<td>Total Additional Services Fee</td>
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Taxes  
SubTotal $7,600.00  
Taxes State  
TOTAL $7,600.00