

**CLEVELAND PUBLIC LIBRARY**

**Board Meeting**

October 19, 2023

**RESOLUTION AUTHORIZING AGREEMENT WITH IKM ARCHITECTURE FOR  
PROFESSIONAL DESIGN SERVICES FOR THE LOUIS STOKES WING RESTROOM  
RENOVATION PROJECT**

WHEREAS, On September 21, 2023, the Board of Trustees of the Cleveland Public Library approved the selection of IKM Architecture as the top-ranked, most qualified firm to provide professional architectural/engineering services for the renovation of the public restrooms located in the lower level of the Louis Stokes Wing (“LSW”) (the “Restroom Project”); and

WHEREAS, The Library estimates that the total project budget for the Restroom Project is to be approximately \$400,000, with a construction budget of approximately \$325,000; and

WHEREAS, IKM Architecture has submitted a proposal for the professional design services for the Restroom Project in the amount of \$52,500, including reimbursable expenses, which consists of \$14,750 for services during the design phase, including layout plans, sections, and elevations and implementation of ADA requirements; \$14,750 for services during the documentation phase, including bidding, permitting, and construction documents; \$12,650 for services related to bidding and construction administration; \$6,850 for estimates and reimbursables; and a \$3,500 design contingency; and

WHEREAS, This Board finds the fee for the architectural/engineering professional design services for the Restroom Project to be fair and reasonable; now therefore be it

RESOLVED, That the Board authorizes the Executive Director, CEO or his designee to execute an agreement with IKM Architecture, in an amount not-to-exceed \$52,500 for the professional design services for the Restroom Project upon such terms and conditions as are approved by the Library’s Director of Legal Affairs, and such other documents as are necessary or appropriate to effectuate the Agreement in accordance with this Resolution, with the expenditure of \$52,500 being charged to the Building and Repair fund account 40190105-55300-21901 (Construction/Improvements).



**October 6, 2023**

John H. Lang, PE  
Chief Operating Officer  
Cleveland Public Library  
325 Superior Avenue  
Cleveland, OH 44114

**Regarding: Cleveland Public Library – Louis Stokes Wing  
Rest Room Remodel – Statement of Understanding  
IKM Project No. 23-058**

Dear John:

We are pleased to herewith submit our proposal to provide Architectural design and construction document services associated with the above referenced project. IKM will contract with Algebra AEC for MEP/FP Engineering services, Sphere Engineering for Structural Engineering services and estimate for Cost Estimating services.

The included fee is based on the scope as outlined by the scope in the RFQ and our meeting on September 27, 2023. Below is our assumption of the Project Scope.

- Design, Documentation and Construction Administration for renovations to the public rest rooms on the Lower Level near the auditorium.

**Our Scope of Services will include the following:**

- Verification of Existing Conditions
- Design Phase (Schematic and Design Development):
  - Layout plans, sections & elevations.
  - Implementation of ADA requirements
  - CPL Standard Guidelines Implementation
  - Finish Board for review.
- Documentation Phase (Drawings and Specifications):
  - Bidding Documents
  - Permit Documents (IKM will apply for Building Permit)
  - Construction Documents
- Construction Administration:
  - Project Management:
    - Attend biweekly job meetings.
  - Project Team site visit (once a month).

- Review of submittals and shop drawings.
- Review of Pay Apps & Change Orders
- Punchlist (Site Visit)
- Preparation of Substantial Completion AIA Document
- Review of Closeout Documents/Asbuilts

**Fee Summary:**

The fee proposed for Scope of Services for the scope outlined above is **\$52,500.00 (Fifty-Two Thousand, Five Hundred Dollars)**, including Reimbursables. See below for Fee Breakdown:

Design Phase:	\$14,750.00
Documentation Phase:	\$14,750.00
Bidding/Construction Administration:	\$12,650.00
Opinion of Cost (Estimate):	\$4,350.00
Design Contingency:	\$3,500.00
Reimbursables:	\$2,500.00
<b><u>Total Scope of Services:</u></b>	<b><u>\$52,500.00</u></b>

We assume as part of this proposal that:

- CPL will make available copies of all applicable record drawings and any historical building systems conditions reports that may be applicable.
- CPL will provide an Air Balance Report to the Mechanical Engineer prior to design.
- Layout changes made after the Design Phase will be an Additional Service.
- IKM will design project to current Ohio Building Code (OBC). Submission under the new (2024) OBC would require a code review and possible Additional Services for re-design.
- IKM will coordinate with CPL vendors for signage and security.
- Hazardous Materials Assessment is excluded.
- Environmental Engineering is excluded.
- Commissioning is excluded.
- LEED certification is excluded.
- Third party cost estimating is included to provide one estimate after the Design Phase.
- Artwork Specification and Placement are excluded.
- Building Permit Fees will be submitted as a reimbursable expense.

October 6, 2023  
CPL – LSW Rest Room Remodel  
Project No. 23-058  
Page 3

We are delighted to have the opportunity to assist you in this undertaking. If you have any questions, please feel free to contact me at (878) 999-2295 or at [jlusin@ikminc.com](mailto:jlusin@ikminc.com). We look forward to speaking to you about next steps.

Very truly yours,

ikm architecture

A handwritten signature in black ink, appearing to read 'Jonathan M. Lusin', with a stylized flourish at the end.

Jonathan M. Lusin, AIA, LEED AP  
Principal