

**CLEVELAND PUBLIC LIBRARY**

**Board Meeting**  
March 21, 2024

**RESOLUTION TO RATIFY AGREEMENT WITH RYCON CONSTRUCTION AND  
ESTABLISH BUDGET FOR THE STAFF BREAKROOM PROJECT**

WHEREAS, On February 15, 2024, the Board of Library Trustees authorized the Executive Director, CEO or his designee to enter into an agreement with the bidder whose bid the Library determined to be the lowest responsible bid, subject to the approval of the Director of Legal Affairs, for the construction of a new staff breakroom in the Main Library for a total cost not-to-exceed \$1,348,291.20, with the expenditure being charged to the Building and Repair Fund 401 using project code 19901; and

WHEREAS, The Library received 5 bids for the Staff Breakroom Project and reviewed and evaluated the bids in order to determine which bid was the lowest responsible bid as required by Ohio Revised Code Section 3375.41; and

WHEREAS, The Library determined that Rycon Construction, Inc. submitted the lowest responsible bid in the amount of \$878,750.00 for the Staff Breakroom Project; and

WHEREAS, On March 2, 2024, the Library and Rycon Construction entered into an agreement for the construction of the new staff breakroom in an amount not-to-exceed \$878,750.00; now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies the agreement entered into by the Library on March 2, 2024 with Rycon Construction, Inc., which this Board determines is the lowest responsible bidder, in an amount not-to-exceed \$878,750.00, with construction to commence in March 2024; and be it further

RESOLVED, That the Executive Director, CEO or his designee is authorized to establish a project contingency fund for the Staff Breakroom Project in the amount of \$87,875 (representing 10% of the contract amount) and to make expenditures, including those in excess of \$75,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library. The Library shall

## **EXHIBIT 2**

report monthly to the Board on expenditures from the Staff Breakroom Project contingency fund; and be it further

RESOLVED, That the Board of Library Trustees approves the total project budget for the Staff Breakroom Project as set forth in Exhibit "A" to this resolution, which expenditures shall be charged to the Building and Repair Fund 401 using project code 19901, and authorizes the Executive Director, CEO, or his designee to move forward in taking the steps necessary to complete the Staff Breakroom Project and to execute such instruments or documents as may be necessary or appropriate to effectuate the terms of this Resolution, including those in excess of \$75,000 and which are payable from the project budget established herein.

**EXHIBIT "A"**

<b>Staff Breakroom Project</b>	
<b>Contract Amount</b>	<b>\$878,750<sup>1</sup></b>
<b>Owner's Contingency</b>	<b>\$87,875<sup>2</sup></b>
<b>Architect Fees</b>	<b>\$67,450<sup>3</sup></b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$1,034,075</b>

1 This contract amount includes a furniture allowance of \$200,000.

2 This contingency fund is ten percent (10%) of the total contract amount.

3 On September 13, 2022, this Board of Trustees authorized an agreement with Ubiquitous Design, Ltd. for professional design services for the Staff Breakroom Project, in an amount not-to-exceed \$47,500. On September 21, 2023, this Board authorized an amendment to the architect agreement due to additional modifications to the design, thus increasing the total cost not-to-exceed to \$67,450.