RESOLUTION AUTHORIZING CHANGE ORDERS # 001, #002, and #003 FOR THE CLEVELAND DIGITAL PUBLIC LIBRARY PROJECT

WHEREAS, On June 19, 2014 the Board of Library Trustees awarded the contract for the Digital Hub Project, now known as the Cleveland Digital Public Library Project, to R.L. Hill Management, Inc. as the general contractor in the amount of $606,000.00; and

WHEREAS, The Board of Library trustees can in its discretion, approve written change orders and subsequently amend the contract sum; and

WHEREAS, Bostwick Design Partnership, the Library’s architect on this project, has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Change</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>R.L. Hill Management</td>
<td>#001</td>
<td>($ 1,028.50)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This change order provides a credit for installing aluminum handrails at a lower cost instead of stainless steel handrails.</td>
</tr>
<tr>
<td>R.L. Hill Management</td>
<td>#002</td>
<td>$4,620.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This change order is needed to add filters and fans to existing preservation equipment eliminating potential odors from equipment operations and exhausts</td>
</tr>
<tr>
<td>R.L. Hill Management</td>
<td>#003</td>
<td>$9,530.40</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This change order is needed to add a sprinkler head into the new office in the North/Special Collections workroom in order to comply with building code requirements.</td>
</tr>
</tbody>
</table>

Total Net Increase $13,121.90

Now therefore be it

RESOLVED, That the above listed change orders are hereby approved with a net total increase of $13,121.90 to the contract with R.L Hill Management Group, with a total contract amount of $619,121.90, which shall be charged to the Building & Repair Fund Account 40190105-55300-10419.
MEMORANDUM

DATE: 10 September 2014
TO: Carrie Krenicky, CPL
FROM: Bryan Wahl, BDP
COPY TO: Joyce Dodrill, CPL
        John Skrtic, CPL
        Rick Ortmeyer, BDP
        Anna Acklin, BDP

CLIENT: Cleveland Public Library
PROJECT NAME: Digital Hub
BDP PROJECT NUMBER: 13099

Background: The following summaries describe the three outstanding change orders for the Digital Hub project to be reviewed and approved by the board.

Attachments: Change Orders 1-3

CO 001: This change order is a credit towards the project for $1,028.50 as a result of changing the handrails in the project that were originally designed as stainless steel handrails for aluminum rails at a lesser cost.

CO 002: Change Order 002 is an additional cost of $4,620.00 subsequent of the owner’s request for adding filters and fans to existing preservation equipment after the project had already been bid. Doing so eliminates potential odors from equipment operations and exhausts.

CO 003: Change Order 003 addresses the code requirement of maintaining a fully sprinkled floor by adding a sprinkler head into the new, and entirely enclosed, office in the North/Special Collections workroom. The labor and materials pertaining to this new installation and modification of the existing system is totaled at $9,530.40

END OF MEMORANDUM
Change Order

PROJECT (Name and address): Cleveland Public Library Main Branch Consolidation Phase 3: Digital Hub Cleveland Public Library Main Library 325 Superior Avenue Cleveland, Ohio 44114

CHANGE ORDER NUMBER: 001

DATE: 4 September 2014

OWNER: ☐

ARCHITECT: ☐

CONTRACTOR: ☐

FIELD: ☐

OTHER: ☐

TO CONTRACTOR (Name and address):
R.L. Hill Management, Inc.
31875 Aurora Road
Solon, Ohio 44139

ARCHITECT’S PROJECT NUMBER: 13099

CONTRACT DATE: 30 July 2014

CONTRACT FOR: General Construction

THE CONTRACT IS CHANGED AS FOLLOWS:
(Inclusive, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Change stainless steel railing to aluminum railing at transitions between new raised flooring system and existing flooring as discussed in review meeting on 01 July 2014. Cost per Contractor’s proposal revised dated 3 September 2014, copy attached.

The original Contract Sum was $606,000.00
The net change by previously authorized Change Orders $0.00
The Contract Sum prior to this Change Order was $606,000.00
The Contract Sum will be decreased by this Change Order in the amount of $1,028.50
The new Contract Sum including this Change Order will be $604,971.50

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bostwick Design Partnership, Inc
ARCHITECT (Firm name)
2729 Prospect Avenue, Cleveland, Ohio 44115

R.L. Hill Management, Inc
CONTRACTOR (Firm name)
31875 Aurora Road, Solon, Ohio 44139

Cleveland Public Library
OWNER (Firm name)
325 Superior Avenue, Cleveland, Ohio 44114

Richard L. Ortmeyer, AIA
(By Signature)

Ralph Hill
(Typed name)

Myron Seruggs
(Typed name)

DATE

DATE

DATE
#003

<table>
<thead>
<tr>
<th>REFERENCE #</th>
<th>COST</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>05 73 00</td>
<td>$ (935.00)</td>
<td>Credit for utilizing aluminum railing vs. stainless steel</td>
</tr>
<tr>
<td></td>
<td>$ (35.00)</td>
<td>Sub Total</td>
</tr>
<tr>
<td></td>
<td>$ (93.50)</td>
<td>GC Fee</td>
</tr>
<tr>
<td></td>
<td>$ (1,028.50)</td>
<td>Total</td>
</tr>
</tbody>
</table>

The original Contract Sum was $606,000.00

The Contract Sum prior to this Change Order was $606,000.00

The Contract Sum will be increased by this Change Order in the amount of $-1,028.50

The New Contract Sum including this Change Order will be $604,971.50

Accepted By:

R.L. HILL MANAGEMENT INC.  
Contractor  
8/1/2014  
Date

Bostwick Design Partnership  
Architect  
Date

Board of Trustees CPL  
Client  
Date
Change Order

PROJECT (Name and address):
Cleveland Public Library Main Branch
Consolidation Phase 3: Digital Hub
Cleveland Public Library Main Library
325 Superior Avenue
Cleveland, Ohio 44114

CHANGE ORDER NUMBER: 002
DATE: 4 September 2014

ARCHITECT:

OWNER:

CONTRACTOR:

FIELD:

TO CONTRACTOR (Name and address):
ARCHITECT'S PROJECT NUMBER: 13099

CONTRACT DATE: 30 July 2014

CONTRACT FOR: General Construction

OTHER:

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Add filter housing and change fans per ASI 001 and Contractor's proposal revised dated 3 September 2014, copies attached.

The original Contract Sum was
$ 606,000.00
The net change by previously authorized Change Orders
$ -1,028.50
The Contract Sum prior to this Change Order was
$ 604,971.50
The Contract Sum will be increased by this Change Order in the amount of
$ 4,620.00
The new Contract Sum including this Change Order will be
$ 609,591.50

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bostwick Design Partnership, Inc.  R.L. Hill Management, Inc.  Cleveland Public Library
ARCHITECT (Firm name)  CONTRACTOR (Firm name)  OWNER (Firm name)
2729 Prospect Avenue, Cleveland, Ohio 44115  31875 Aurora Road, Solon, Ohio 44139  325 Superior Avenue, Cleveland, Ohio 44114
ADDRESS

BY (Signature)
Richard L. Ortmeier, AIA
(Typed name)
DATE

BY (Signature)
Ralphel Hill
(Typed name)

BY (Signature)
Myron Scruggs
(Typed name)

ADDRESS

DATE

DATE
R.L. HILL MANAGEMENT, INC.
31875 AURORA ROAD
SOLON, OHIO 44139
PHONE: 440.439.0490
FAX: 440.498-9301 NEW #

CHANGE ORDER
PROPOSAL

PROJECT: Cleveland Public Library - Digital Hub
325 Superior Ave
Cleveland Ohio 44114

TO: Board of Trustees
Cleveland Public Library

CHANGE ORDER
#006
DATE: 8/28/2014
9/3/2014 REV
CONTRACT DATE: 7/30/2014

The contract is changed as follows:

<table>
<thead>
<tr>
<th>REFERENCE #</th>
<th>COST</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>HVAC 2600 10</td>
<td>$2,600.00</td>
<td>Labor &amp; material for adding of filter housing and changing fans per ASI 001.</td>
</tr>
<tr>
<td></td>
<td>$1,600.00</td>
<td>Pilot lights as required for exhaust fans</td>
</tr>
<tr>
<td></td>
<td>$4,200.00</td>
<td>Sub Total</td>
</tr>
<tr>
<td></td>
<td>$420.00</td>
<td>GC Fee</td>
</tr>
<tr>
<td></td>
<td>$4,620.00</td>
<td>Total</td>
</tr>
</tbody>
</table>

The original Contract Sum was $606,000.00

The Contract Sum prior to this Change Order was $606,000.00

The Contract Sum will be increased by this Change Order in the amount of $4,620.00

The New Contract Sum including this Change Order will be $610,620.00

Accepted By:

R.L. HILL MANAGEMENT INC.
Contractor
8/1/2014
Date

Boistwick Design Partnership
Architect
Date

Board of Trustees Cpt.
Client
Date
FOUR STAR ELECTRIC, CORP.
3200 GREENWICH ROAD #39
NORTON, OHIO 44203
PHONE 330-825-7111
FAX 330-825-7119
fourstarelectric@sbgglobal.net
OH LIC. # 23589

SUBMITTED TO
R. L. Hill Management

PHONE
440.439.0409
Fax
440.439.5522

STREET
633 Broadway Ave.

CITY, STATE, AND ZIP CODE
Bedford, Ohio 44146

JOB NAME
Cleveland Public Library Digital Hub
Addendum AS1 001 dated 8/12/14

JOB LOCATION
325 Superior Ave. Cleveland, Ohio 44114

ATTENTION:
Phil Ozan

DESCRIPTION OF WORK INCLUDED:
Install pilot light switches at hood locations to exhaust fans on sixth floor.

DESCRIPTION OF WORK NOT INCLUDED:

FOUR STAR ELECTRIC, CORP. PROPOSES TO FURNISH MATERIAL AND LABOR FOR THE ABOVE DESCRIBED WORK FOR THE SUM OF:
Labor...........................................................................................................................................$1,200.00
Material..........................................................................................................................................400.00
Total..............................................................................................................................................$1,600.00

GENERAL CONDITIONS
1. The contractor shall not be held liable for errors or omissions in design by others, nor inadequacies of materials and equipment specified or supplied by others.
2. Equipment and materials supplied by the contractor are warranted only to the extent that the name are warranted by the manufacturer.
3. The contractor shall not be liable for indirect loss or damage.
4. Unless included in this proposal, all bonding and/or special insurance requirements are supplied at additional cost.
5. Any alteration or deviation from the above description involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. Owner to carry fire and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. All agreements contingent upon strikes, accidents or delays beyond our control.

THIS PROPOSAL MAY BE WITHDRAWN BY FOUR STAR ELECTRIC, CORP. IF NOT ACCEPTED WITHIN 30 DAYS. THIS PROPOSAL IS BASED ON CURRENT MATERIAL PRICES ON THE DATE OF PROPOSAL. DUE TO THE DAILY INCREASE IN COPPER, STEEL, ZINC, ETC., FOUR STAR ELECTRIC, CORP. CAN ONLY GUARANTEE MATERIAL PRICES FOR 30 DAYS FROM DATE ON PROPOSAL. UPDATED MATERIAL PRICES MAY BE OBTAINED FROM OUR OFFICE AT THE ABOVE PHONE NUMBER.

PAYMENT TO BE MADE AS FOLLOWS:
MONTHLY PERCENTAGE OF COMPLETION

Thank you for the opportunity to quote this project. Should you have any questions, please feel free to call.

Sincerely,  Jim Livers

ACCEPTANCE OF PROPOSAL
The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.
The add for the filter housing and changing the fans is going to be $2600. The fan had to be changed to a different model number to accommodate the pressure drop from the filters. The updated fan submittal will be yours shortly, the supplier is just finishing it up.

Sent from my iPhone
Change Order

PROJECT (Name and address):
Cleveland Public Library Main Branch
Consolidation Phase 3: Digital Hub
Cleveland Public Library Main Library
325 Superior Avenue
Cleveland, Ohio 44114

TO CONTRACTOR (Name and address):

CHANGE ORDER NUMBER: 003
DATE: 9 September 2014

ARCHITECT'S PROJECT NUMBER: 13099
CONTRACT DATE: 30 July 2014
CONTRACT FOR: General Construction

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Add sprinkler head in Office 306 as discussed in review meeting of 01 July 2014 and per Contractor's proposal revised dated 3 September 2014, copy attached.

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bostwick Design Partnership, Inc.
ARCHITECT (Firm name)
2729 Prospect Avenue, Cleveland, Ohio 44115
ADDRESS
BY (Signature)
Richard L. Ortmeier, AIA
(Typed name)
DATE

R.L. Hill Management, Inc.
CONTRACTOR (Firm name)
31875 Aurora Road, Solon, Ohio 44139
ADDRESS
BY (Signature)
Ralph Hill
(Typed name)
DATE

Cleveland Public Library
OWNER (Firm name)
325 Superior Avenue, Cleveland, Ohio 44114
ADDRESS
BY (Signature)
Myron Scruggs
(Typed name)
DATE
### CHANGE ORDER

**PROJECT:** Cleveland Public Library - Digital Hub  
325 Superior Ave  
Cleveland Ohio 44114  
**TO:** Board of Trustees  
Cleveland Public Library

---

The contract is changed as follows:

<table>
<thead>
<tr>
<th>REFERENCE #</th>
<th>COST</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>09 29 00</td>
<td>$1,800.00</td>
<td>Labor &amp; material for repairs due to installation of sprinkler piping</td>
</tr>
<tr>
<td></td>
<td>$6,864.00</td>
<td>Sprinkler installation (modification of existing systems)</td>
</tr>
<tr>
<td></td>
<td>$8,664.00</td>
<td>Sub Total</td>
</tr>
<tr>
<td></td>
<td>$866.40</td>
<td>GC Fee</td>
</tr>
<tr>
<td></td>
<td>$9,530.40</td>
<td>Total</td>
</tr>
</tbody>
</table>

The original Contract Sum was $606,000.00

Net change by previously authorized Change Orders: $1,480.80

The Contract Sum prior to this Change Order was $614,485.80

The Contract Sum will be increased by this Change Order in the amount of $9,530.40

The New Contract Sum including this Change Order will be $623,916.20

Accepted By:

R.L. HILL MANAGEMENT INC.  
Contractor  
8/1/2014  
Date

Bostwick Design Partnership  
Architect  
Date

Board of Trustees CPL  
Client  
Date
R.L. Hill Management, Inc.
633 Broadway Ave.
Bedford, OH 44146
Tel (440) 439-0490
mailto:phil@rlhillmgmt.com

ATTN: Phil Ozan

RE: Cleveland Public Library-Digital Hub

The S.A. Comunale Fire Protection Company is pleased to provide a quote for the following scope of work:

We propose to tie into the existing overhead sprinkler branch lines & provide sprinkler protection within the office #306 and the (Special Collections) entryway. An Additional sprinkler head will need reworked to the perimeter of office #306 as well. The existing overhead system shall be utilized & concealing of exposed piping supplying not in scope of work. All work will conform to NFPA-13 standards.

Pricing includes engineering, permit, material, labor and test for a total cost of Six Thousand Eight Hundred and Sixty Four Dollars = $6,864.00.

Clarifications:
Piping will be concealed with in the stud space supplying the Special Collections entryway.
No electrical wiring of tamper or flow switch is included.
No painting of pipe.
No patching or painting of drywall.
No raising or lowering of existing Supply mains.
No shutdown fees included (if applicable).
All work to take place during normal working hours of 7am-3pm.

Thank you for the opportunity to be of service. Should you have any questions or require any additional information, please feel free to contact me at 440-684-9325.

Sincerely,

Zane Robey
S.A. Comunale Company, Inc.
(440) 684-9325