

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**

December 15, 2015

**RESOLUTION TO AMEND DESIGN SERVICES AGREEMENT WITH  
BOSTWICK DESIGN PARTNERSHIP FOR MAIN LIBRARY CONSOLIDATION  
PROJECT REDEFINED PHASE 2**

WHEREAS, On June 17, 2010, the Board of Trustees of the Cleveland Public Library adopted a Resolution authorizing the Library to enter into an agreement with Bostwick Design Partnership (“Bostwick”) for the Main Library Consolidation Project (“Agreement”), a project consisting of several phases to be identified and developed over a period of time of several years; and

WHEREAS, On April 16, 2015, this Board approved a Resolution authorizing an amendment to the Agreement with Bostwick for design services in an amount not-to-exceed \$750,000, and on June 25, 2015 this Board approved Bostwick’s budget for design fees in the amount of \$718,050.25, which included fees for wayfinding, exhibitry and signage to be designed by subcontractor Karen Skunta and Associates; and

WHEREAS, Since then, the Library has requested changes to the scope of the Main Library Consolidation Project, and Bostwick has submitted Additional Services Requests #01 in the amount of \$29,940.00 for additional Architecture Design costs, and #02 in the amount of \$17,000 for additional Exhibitry Design costs (see attached); and

WHEREAS, The project budget, which this Board approved on June 25, 2015, contains a \$20,000 contingency for Wayfinding, Exhibits, and Multimedia expenses from which the Library will pay Additional Services Request #02. The project budget also contains a \$20,000 contingency for Architecture Design expenses, but the Library would like to preserve this contingency for other design expenses which are anticipated as a result of additional changes the Library is contemplating to the project.

WHEREAS, The Library is, therefore, requesting that this Board approve an amendment to the Agreement with Bostwick Design Partnership to increase the Architectural Design fees by \$29,940.00 to cover the cost of Additional Services Requests #01, and to increase the Exhibitory budget by \$17,000 to cover the cost of Additional Services Request #02, increasing the total design budget from \$718,050.25 to \$764,990.25; now therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Board President to enter into an amendment to the Agreement with Bostwick Design Partnership for additional design services for the Phase 2 of the Main Library Consolidation Project in an amount not-to-exceed \$46,940.00, for a total contract amount of \$764,990.25. Expenditures shall be charged to Building & Repair Fund Account 40190105-55300-11901, and the amendment shall be subject to the review and approval of the Chief Legal Officer.



## **ADDITIONAL SERVICES REQUEST 01**

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|          |   |                     |                          |
|----------|---|---------------------|--------------------------|
| DATE:    | <i>11 December 2015 revised</i>                         | CLIENT:             | Cleveland Public Library |
| TO:      | Joyce Dodrill, CPL                                      | PROJECT NAME:       | Phase 2                  |
| FROM:    | Rick Ortmeyer, BDP                                      | BDP PROJECT NUMBER: | 15021                    |
| COPY TO: | Eric Herman, CPL<br>Bryan Wahl, BDP<br>Anna Acklin, BDP | CLIENT NUMBER:      |                          |

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**Background:** This is a summary of Additional Services for Cleveland Public Library for revisions and additions to original Phase 2 scope of work. Items are numbered to correspond to Exhibit B numbering.

**Attachments:** Exhibit B: Design Services Fees and Project Cost summary dated 11/16/15

ASR 01.B.6: Landscape / Plantscape Consulting / Design \$0.00 (no change)

This existing allowance for Event Planning / Cafe Consulting is changed to Landscape / Plantscape Consulting / Design.

ASR 01.B.7: Brett Hall Changes \$7,500 New Fee Allowance

Unused allowance for Exterior Restoration Consulting is removed and replaced with an allowance for time associated with assisting CPL with consultation and scope definition for modifications and/or additions to the existing design for Brett hall to accommodate a proposed exhibit of a new Superman collection.

ASR 01.B.8: CPL Friends Gift Shop \$5,400 New Fee Lump Sum

Fees for time to coordinate Friends Gift Shop design with architectural scope including MEPT modifications, and prepare change order documentation for pricing.

ASR 01.B.9 LSW 2<sup>nd</sup> Floor- Wall and Staff Area Changes \$3,460 New Fee Lump Sum

Fees to prepare design options and review potential code issues to create large storage room within existing meeting room and provide additional entrance / exit in staff area on LSW 2, and prepare change order documentation for pricing.

ASR 01.B.10 Louis Stokes Legacy Room \$6,880 New Fee *Hourly NTE*

Fees for time to modify proposed design for LSW 1 SE corner room from a Creative Residency room to be a conference room that honors the life and legacy of Louis Stokes. Coordinate conference room and exhibitry design with



architectural scope including MEPT modifications, and prepare change order documentation for pricing.

ASR 01.B.11 LSW 1<sup>st</sup> Floor Security Desk / Café Sink **\$6,700** New Fee Lump Sum

Fees to prepare design options for a new Security Desk previously not in scope of work, and time to work with CPL to determine Café needs and coordinate plumbing required to support this function, and prepare change order documentation for pricing.

***Fee breakdown:***

***Meetings, Design Options, Confirmation*** **\$2,100.00**

***Details + Change Order Documentation*** **\$4,600.00**

**Total Additional Service Fee Request** **\$29,940.00**



## **ADDITIONAL SERVICES REQUEST 02**

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|          |   |                     |                          |
|----------|---|---------------------|--------------------------|
| DATE:    | 4 December 2015   | CLIENT:             | Cleveland Public Library |
| TO:      | Joyce Dodrill, CPL  | PROJECT NAME:       | Phase 2                  |
| FROM:    | Rick Ortmeyer, BDP  | BDP PROJECT NUMBER: | 15021                    |
| COPY TO: | Eric Herman, CPL<br>Bryan Wahl, BDP<br>Anna Acklin, BDP<br>Karen Skunta, KSCO | CLIENT NUMBER:      |                          |

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**Background:** This is a summary of Additional Services for Cleveland Public Library for revisions and additions to original Phase 2 AV and Exhibits scope of work.

**Attachments:** Exhibit B: Design Services Fees and Project Cost summary dated 11/16/15

ASR 01.B.4: Multimedia Programming (\$24,000) credit  
The work in this line item is removed from the design team scope, and associated fees are reduced from \$24,000 to \$0.00.

ASR 01.C.5 Exhibits - Louis Stokes Legacy Room \$65,000 New Fee Lump Sum  
Fees include the concept design of the exhibitry to tell the story of Louis Stokes life. The concept design document showed a room plan and elevations of all the interior walls where the exhibits will be installed. This approach was presented to CPL leadership on 10.08.15 and was accepted to pursue. Research of LS published articles was required to create all content for use in the three, large panels dedicated to his life. Work is and will be coordinated with outside writer to create the content for all Louis Stokes life panels. Research of the accompanying historic context exhibit panels and creating content for these panels. Working with CPL departments to get photographs to incorporate into all the panels; and researching other sources for photography that can be used as CPL did not have enough photos. PhotoShop work required for all photos to be used in the exhibit walls.

Design of all the exhibit panels incorporating content and photos for review, proofreading and approval by CPL leadership team. One set of edits to all the exhibit panels is included in the scope. A final set of design documents will be presented for final approval by the CPL leadership team. Upon approval, final artwork will be created for all exhibit panels to be fabricated. We will also review all the awards and dimensional objects to be included in the fourth wall and will create content to accompany each item. We coordinated the receipt of an

**ASR 02**

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IdeaStream documentary and assorted video interviews to be incorporated into the multimedia presentation. Working with the selected Design Assist contractor on material specification and fabrication of exhibtry. Oversight of fabrication and installation on site, and closeout of the project.

ASR 01.C.7 Consulting + Project Mgmt + AV Oversight (\$24,000) credit  
Fees reduced to correspond with reduction of AV scope.

**Total Additional Service Fee Request \$17,000.00**