

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**

February 13, 2024

**RESOLUTION AMENDING MASTER PLANNING AGREEMENT WITH BIALOSKY AND PARTNERS, ARCHITECTS, LLC**

- WHEREAS, On June 19, 2018, the Board of Trustees of the Cleveland Public Library authorized the Library to enter into an agreement with Bialosky and Partners, Architects, LLC (“Bialosky”) to prepare a facilities master plan for a fee of \$781,904; and
- WHEREAS, On February 21, 2019, the Board of Trustees of the Cleveland Public Library authorized an amendment to the master planning agreement with Bialosky in the amount of \$92,290, bringing the total contract price to \$874,194, in order to prepare additional architectural renderings, perform a real estate assessment, and conduct a façade inspection of the Main Library; and
- WHEREAS, On June 14, 2019, the Library made the final payment due and expended a total of \$845,474.15 and closed the purchase order short; and
- WHEREAS, The Library Administration finds that it is necessary to conduct a review and update of the Facilities Master Plan Group 2 projects, including a review and update of all Group 2 deferred maintenance backlogs; validating or modifying the scope of the capital improvements; developing new construction cost estimates; and prioritization and sequencing of all projects; and
- WHEREAS, Bialosky has proposed to complete the above services for a total negotiated fee of \$117,100, which includes a fixed pre-review fee of \$79,400, a budgeted post-review fee of \$37,200, and an allowance of up to \$500 for reimbursable expenses, which the Library Administration and this Board find to be fair and reasonable; now therefore be it
- RESOLVED, That the Board of Library Trustees authorizes the Executive Director, CEO or his designee to execute an amendment to the Master Planning Agreement with Bialosky and Partners, Architects, LLC, in an amount not-to-exceed \$117,100 for the Facilities Master Plan Group 2 Update, bringing the total contract price to \$962,574.15, 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 amendment in accordance with this Resolution, with the expenditure of \$117,100 being charged to the General fund account 12100053-53710 (Professional Services).



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January 19, 2024

Mr. John Lang, PE  
Chief Operating Officer  
Cleveland Public Library  
john.lang@cpl.org

### **Cleveland Public Library Facilities Master Plan Group 2 Update Scope & Fee Proposal for Professional Services**

Bialosky is pleased to have the opportunity to work with the CPL team to make updates to the CPL Facilities Master Plan (FMP), necessary for executing the Group 2 projects. We appreciate the opportunity to submit this scope and fee proposal for professional design services. This letter is written to describe our understanding of the scope and the services we propose to provide.

#### **Group 2 Projects**

The Branches included in this scope of work are as follows. Branches noted with an asterisk are those known to have scope modifications since the FMP release.

- Addison
- Carnegie West
- Collinwood \*
- East 131<sup>st</sup> Street \*
- Fleet
- Fulton \*
- Garden Valley
- Harvard Lee \*
- Langston Hughes
- Maintenance Facility
- Memorial Nottingham \*
- Mount Pleasant \*
- Rice
- South Brooklyn \*
- Sterling \*
- Union

## Scope of Work

- **Validate Project Scopes**
  - o Scope of Work recommendations will be reviewed for each branch and updated as necessary, consistent with the level of detail in the original CPL FMP.
    - Time for new site selection is not accounted for in this scope/fee.
- **Cost Estimating**
  - o Update estimate of probable costs, including escalated costs, associated with all deferred maintenance and recommendations.
  - o Update estimate of probable costs of renovations, alterations, expansions, and new construction.
- **Prioritization & Timeline**
  - o Provide a plan of priority for projects and a timeline for projects to occur.

## Project Timeline

- The goal is to have the CPL FMP Group 2 update completed by the fourth quarter of 2024.
- The scope of work will be completed in two phases.
  - o **Pre-Review Phase – Draft of CPL FMP Group 2 for CPL Review**
    - The Scope of Work described above, will be completed as a draft, for the purpose of a complete review by CPL.
    - We anticipate this phase to take approximately 3 months to complete (~March – May).
  - o A review by CPL of the completed Draft document will take place between phases. We anticipate this review to take approximately 2 months to complete (~June – July).
  - o **Post-Review Phase – Update and Finalization of CPL FMP Group 2**
    - Following the CPL review of the Draft, modifications will be made as necessary to the project scopes, the cost estimates, and the prioritization/timeline.
    - We anticipate this phase to take approximately 2 months to complete (~August – September).

## Fee

We propose to provide the professional services described within this proposal, for a **fixed fee as follows:**

- **Pre-Review Phase:**
  - o Bialosky Fee = \$58,000
  - o Regency Fee = \$21,400
  - o **TOTAL PRE-REVIEW PHASE FEE = \$79,400**

- **Post-Review Phase:**

- o The Post-Review fee is an estimate, based upon an unknown quantity of modifications that will be needed following CPL’s review. If the actual scope of work differs by greater than 20% of the Post-Review Phase fee proposed, Bialosky reserves the right to resubmit a fee proposal.
- o Bialosky Fee = \$32,000
- o Regency Fee = \$5,200
- o **TOTAL POST-REVIEW PHASE FEE = \$37,200**

**COMBINED TOTAL OF BOTH PHASES = \$116,600**

Fees will be billed to CPL monthly on a phase-by-phase basis, according to our progress.

**Reimbursables**

We propose a total reimbursable not-to-exceed allowance of **\$500** for printing costs and mileage. Printing would be for owner reviews and presentations, as requested.

**Project Team**

The update to the Facilities Master Plan will be executed by the same team that authored the original FMP:

- Aaron Hill – Principal-in-Charge
- Ben Crabtree – Project Manager
- Emily Williams – Project Architect
- Regency Construction – Cost Estimating

Thank you for your consideration in reviewing this proposal. If you have any suggestions for modifying it to better suit your needs, please contact me at any time.

We are excited about the prospect of working on this project with the CPL team and look forward to getting started.

Respectfully Submitted,



Aaron Hill  
AIA, LEED AP  
Principal

APPROVED:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_