

CLEVELAND PUBLIC LIBRARY

Finance Committee

March 19, 2019

RESOLUTION AUTHORIZING SECOND AMENDMENT TO PRELIMINARY AGREEMENT WITH JKURTZ ARCHITECTS LTD FOR DESIGN SERVICES FOR THE MARTIN LUTHER KING, JR. BRANCH OF THE CLEVELAND PUBLIC LIBRARY

WHEREAS, On June 15, 2018, the Board of Trustees of the Cleveland Public Library approved the selection of SO-IL + JKURTZ as the top-ranked, most qualified firms to provide design services for the design and construction of the new Martin Luther King, Jr. Branch, and authorized the Executive Director to enter into negotiations for an agreement; and

WHEREAS, On August 9, 2018, the Board of Trustees of the Cleveland Public Library authorized the Library to enter into a preliminary agreement in an amount not-to-exceed \$110,025, including reimbursable expenses, with SO-IL + JKURTZ to perform research, feedback, and development coordination phase; and

WHEREAS, On February 21, 2019, this Board authorized the Library to amend the preliminary agreement to include schematic design services through March 31, 2019 in an amount not-to-exceed \$44,200 which JKURTZ agreed to provide as a credit to the Library; and

WHEREAS, SO-IL + JKURTZ have submitted a proposal for the architect fees to complete schematic design through June 30, 2019 in the amount of **\$409,285.00**. The Library and JKURTZ & SO-IL continue to negotiate the final architect agreement and the Library estimates that negotiations will be complete in time to present a final agreement for this Board's approval at the April 2019 Board meeting; and

WHEREAS, The Library desires to enter into an amendment to the preliminary agreement for the completion of schematic design services to be performed through June 30, 2019 to allow the Library and SO-IL + JKURTZ to continue working on the design of the new Martin Luther King, Jr. branch and coordinating with Developer while negotiating the final architect agreement with the Library; and

WHEREAS, This Board finds that the fee is fair and reasonable; now therefore be it

EXHIBIT 2

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to negotiate and execute a second amendment to the preliminary agreement with JKURTZ Architects Ltd., in an amount not-to-exceed **\$409,285.00**, upon such terms and conditions as are approved by the Library's Chief Legal Officer, and such other documents as are necessary or appropriate to effectuate the preliminary agreement in accordance with this Resolution, with the expenditure being charged to the Building and Repair fund account 40176705-55300-10767 (Construction/Improvements).

Proposal for Schematic Design Services

March 18, 2019

Cleveland Public Library
Martin Luther King Jr. Branch Project
Cleveland, OH

SO – IL
JKURTZ



Board of Library Trustees
Cleveland Public Library
325 Superior Avenue
Cleveland, OH 44114

RE: Cleveland Public Library
Martin Luther King Jr. Branch
Design Reboot Proposal

Dear Trustees,


We are honored to move forward in designing a new, state-of-the-art branch library that will pay tribute to the legacy of Dr. Martin Luther King, Jr. We admire the ambition to make the MLK Branch an integral part of the ongoing mixed-use project at the confluence of four distinct neighborhoods in Cleveland. We are excited at the prospect of setting the tone for the larger development project that will exist at the forefront of the changing community.

We are enthused about your vision for building upon the prestige of this neighborhood, enriching the architecturally varied and distinctive character of University Circle. We look forward to creating a space that not only honors Dr. King's legacy but also increases public usage by serving as a center of a diverse and inclusive community.

We recognize that the Library Trustees seeks to ensure the connectivity of this library with the new developments and existing neighborhood. We believe that SO – IL + JKURTZ is poised to strengthen this narrative, taking design risks to bring the library to a broader audience. We will work to develop a holistic narrative that takes these diverse stakeholder and public identities into account while also designing a space that will adapt and thrive over time.

We are excited be a part of making the library a reality.

Sincerely,



Jing Liu
Principal, SO-IL
liu@so-il.org



Jonathan Kurtz,
Principal, JKURTZ
jk@jonathankurtz.com

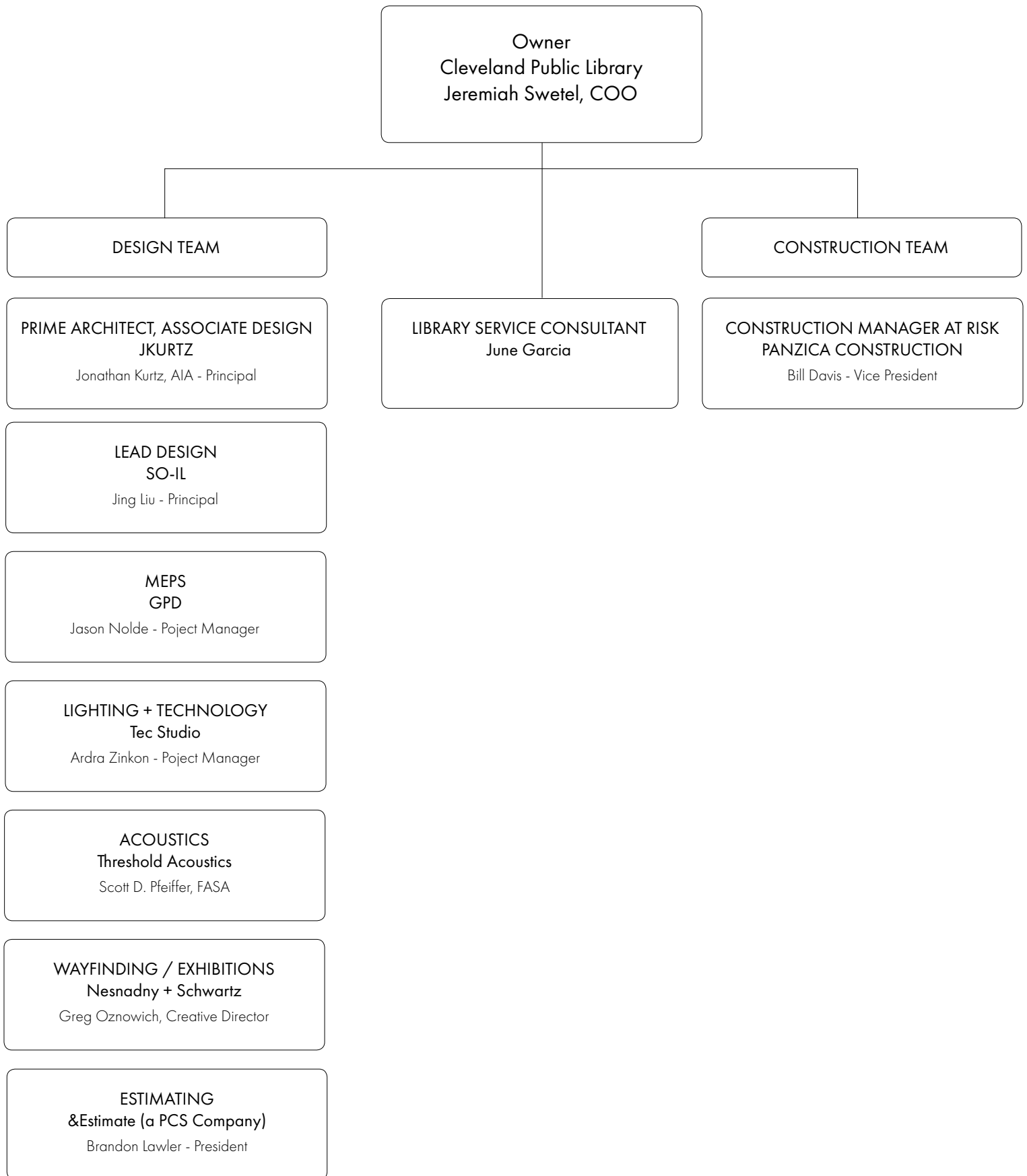
Design Team:

Our team is uniquely positioned to lead this project to success. We have a record of realizing innovative projects that are catalysts for learning, arts, community and urban development across all scales.

We have assembled the following team and have itemized the design services each firm will provide:

SO-IL	Lead Design Architecture Interior Design Specifications FF&E Landscape
JKURTZ	Associate Design Architect of Record Interior Design Specifications Landscape
GPD	Structural Engineering Mechanical, Electrical, and Plumbing Engineering Civil Engineering Fire Protection/ Life Safety Sustainability [LEED]
Tec Studio	Lighting Consultant A/V Data/Telecom Security
Nesnadny + Schwartz	Wayfinding Identity Graphics Exhibits
Threshold	Acoustics
&Estimate [PCS]	Cost Estimating

Project Organization Chart:



Project Description: Overall

The project is for a library located on three parcels located on the north side of Euclid Avenue in University Circle, Cleveland, Ohio.

The new library will be ground and second level and will consist of approximately 35,000 SF. This project will include a 9-storey residential development above the library by Midwest development Partners, with which we will coordinate the design of the library to maintain design intent. The program and other requirements are detailed in full in the Competition submission and subsequent Project Reboot submission, attached as an appendix to this document.

This proposal includes basic Architectural and Engineering services associated with the MLK Library as well as coordination with the architect of the residential tower. This proposal assumes that there will be shared spaces and/or building components which will require coordination with the tower as well as components of the tower which will require cursory review and have some bearing on the Library.

Included below are a series of assumptions that this proposal has relied on which have originated out of initial discussions with the Library and their pre-construction services advisor.

Architectural- We will provide architectural design services on components relating to the first two stories of the overall building structure with the exclusion of those items belonging solely to the residential tower development. These exclusions include residential elevators and residential lobbies. We have assumed the design of the facade including coordination and detailing of those components which wrap the residential portions of the ground level of the building, these will require close coordination with the tower architects which we have allotted for.

Furniture Fixtures and Equipment - This proposal includes interior design and FFE for which we will coordinate with designated library personnel to identify and provide direction. It assumes a furnishing supplier is engaged to specify and purchase furnishings and equipment to meet the libraries needs design and material selection from the architects.

Civil - MDP to provide all civil to within 5' of building along with related approvals. We will review, coordinate, and verify Civil accommodations are adequate for any Library needs through providing building related infrastructure loads and requirements. See GPD in appendix B for clarification.

Landscape- We have included landscape services from surrounding curbs to the building. We exclude alley way, service drive, crosswalks, and items outside of this purview. We have not included Landscape services for the plaza to the east nor any accommodation for on-structure landscape components. See GPD in appendix B for clarification.

Structural - It is currently conceived that MDP will provide all superstructure and foundation design, including design of the Library 2nd floor assuming this is all part of the concrete plinth. We will provide all sub-structure for the Library, ground level facade and related structural requirements that might impact loading of the superstructure [canopy, curtain wall, railings, ceilings, stairs, etc.] See GPD in appendix B for clarification.

Project Description: Overall

MEP - Main service for all utilities to and from building will be provided by MDP. We will provide loading requirements for the Library. Roof drains and roof will be by MDP but coordinated through our space and within library performance criteria [i.e. cast iron to reduce noise vs. PVC etc.]. We will provide drainage as related to canopy and or coordinate that loading with roof drainage approach. It is assumed that services will be brought into a central room [i.e. shared electrical room] and then the panel and library service will be us. See GPD in appendix B for clarification.

Lighting and Technology Design - this proposal includes lighting, AV, Technology, and Security for the Library as well as ground level facade, entry, and associated landscape lighting. See Tec Studio in Appendix B for clarifications.

Signage/Identity/Wayfinding and Anisfield Wolf collection exhibits - We have provided both general building signage and graphics and design of the Anisfield Wolf exhibits within this proposal. It does not include the fabrication of such signage and exhibits. See N+S in Appendix B for Clarifications.

Interactive exhibits - We have included a line item for both conceptual study of interactive exhibits as identified in our competition proposal [N+S] as well as exploration of the technology associated with such exhibits [Tec Inc]. Because these exhibits could vary greatly in both scope and complexity, we have not allocated services for the design and execution of any one of them but propose that once defined, values and the team required to execute will be assembled. We will also assist CPL in identifying and allocating a budget for such exhibits. See N+S and Tec Studio proposals in appendix B for clarifications.

Acoustics - As the accepted design for the MLK Library includes a large degree of open areas and architectural volume, we have included acoustic design and oversight by specialists in the industry within this proposal. See Threshold Acoustics in appendix B for clarifications.

Permits, testing, and inspections are assumed to be by the Construction Manager with the assistance of the architectural team in providing required documentation. Planning and design approval by the City of Cleveland and other AHJ [Midtown Design Review] will be by design team, coordinated with overall tower approvals.

We have included fees for architecture and engineering outlines, narratives and documentation for a conceptual stand-alone building for use by estimators in evaluating costs related to CPL/MDP coordinated bookkeeping.

Project Description: SD Plus

This proposal for Schematic Design Services is an abbreviation of the full design services and will include work from all disciplines required to progress the entire project. We expect full deployment of all disciplines in this phase. We will study and investigate program relationships, structure, materiality, constructability with teh CMR, and primary building systems in relation to the design brief.

Schematic Design Complete: June 14th, 2019

Note that during SD some disciplines and work related to later phases may be incurred in order to progress those components outlined below for coordination purposes. While we will be billing only under the SD approved amount indicated here-in, we do not forfeit the right to bill for those services conducted early, in the due course of later phases.

A special emphasis will be placed on those items identified below as they will require early coordination packages with the tower development timeline. We have included dates for finalizing and conveying information to the MDP engineers next to the item.

Provide direction on or about **April 15, 2019**

- Finalize definition of column grid with special consideration of framing for longer span areas of second floor
- Confirm floor-to floor heights given MDP's Structural studies for concrete vs. steel systems
- Define approach to second level structural: concrete vs. steel, work with Panzica to discuss pro's and con's of each approach

Submit to MDP Structural engineers on **June 14, 2019**

- Second Level profile and definition sufficient for MDP Structural [Thorson Baker] to begin Structural CD's [due 09.02.2019]
- Slab edge and railing requirements embeds, stair connection locations; sufficient for loading and detailing - final locations can follow after this date
- MEP structural loading and general location of substantial equipment, specific detailing can follow after this date
- Curtainwall and canopy approach sufficient to provide loading, connection types, and configuration as required by MDP structural Engineer

Preliminary Design Schedule

*The schedule outlined below is based on initial conversations with CPL and CMR and may be adjusted as the selected CMR is further engaged.

Project Timeline						
Project	MLK Library					03.18.2019
Comm	1801.03					
	Task	Start	End	Dur. (wks.)	Resp.	
PD	Project Duration				PD	
SD	Design Process	3/20/19	6/14/19	12.3	SD	
DD	Design Development	6/17/19	9/6/19	11.6	DD	
CD	Construction Documents	9/6/19	1/31/20	21.0	CD	
BN	Bidding & Negotiation	11/15/19	1/10/20	8.0	BN	
CA	Construction Administration	2/3/20	5/3/21	65.0	CA	

Project Fees

Fee schedule breakdown by discipline by phase:

MLK Library Lump Sum Fees	3 mos	2 mos	4 mos	1 mos	15 mos		Fee Totals	
Phase	SD	DD	CD	Bidding	CA			
Percentage of Fee Per Phase	25%	18%	30%	2.0%	25%		100%	
Design Services								
Architectural	\$ 262,500	\$ 189,000	\$ 315,000	\$ 21,000	\$ 262,500		\$ 1,050,000	SO-IL + JKURTZ
Specifications	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Mechanical	\$ 33,000	\$ 24,200	\$ 47,300	\$ 5,500	\$ -		\$ 110,000	GPD
Electrical	\$ 27,000	\$ 19,800	\$ 38,700	\$ 4,500	\$ -		\$ 90,000	GPD
Structural	\$ 12,000	\$ 8,800	\$ 17,200	\$ 2,000	\$ -		\$ 40,000	GPD
Site Coordination	\$ 960	\$ 704	\$ 1,376	\$ 160	\$ -		\$ 3,200	GPD
Construction Administration - GPD					\$ 75,000		\$ 75,000	GPD
Base Design Fees							\$ 1,368,200	
User Experience & Service Modeling							\$ -	June Garcia
Interiors FF&E	\$ 7,500	\$ 5,400	\$ 9,000	\$ 600	\$ 7,500		\$ 30,000	SO-IL
Community Outreach							\$ -	SO-IL
Acoustical Design	\$ 15,000	\$ 8,000	\$ 10,000		\$ 7,000		\$ 40,000	Threshold
Wayfinding							\$ 64,500	N+S
Exhibit Design [Anisfield Wolf]							\$ 44,500	N+S
Interactive Dsisplay Exploration - Conceptual Study							\$ 10,200	N+S
AudioVisual Design								
Lighting Design	\$ 7,800	\$ 20,800	\$ 15,600		\$ 7,800		\$ 52,000	
Security Design								
Data/Telecom								Tec Studio
Interactive Dsisplay Exploration - per display							\$ 7,500	Tec Studio
Cost Estimator							NA	
Geotech Eng.							NA	
LEED (basic)	\$ 18,125	\$ 13,050	\$ 25,375	\$ 2,175	\$ 13,775		\$ 72,500	GPD
Land Survey							NA	
Landscape Arch	\$ -	\$ -	\$ 2,275	\$ 350	\$ 875		\$ 3,500	GPD
Cost Estimator	\$ 9,200							&Estimate [PCS]
Permitting							\$ 7,500	GPD
Totals	\$ 393,085	\$ 289,754	\$ 481,826	\$ 36,285	\$ 374,450		\$ 1,700,400	
Design Reboot - Total Billed \$88,400							\$ -	
Totals	\$ 393,085						\$ 1,700,400	
Estimate of Reimbursables -SD only	\$4,000						\$4,000	
Comparative review Engineering	\$12,200						\$12,200	

Terms

This proposal is based on the competition and reboot phases previously completed for this project and understanding of the design and construction timeline. Standard design services agreement is available for review.

SO-IL will act as Design Architect and will collaborate with JKurtz Architects as Architect of Record. A scope breakdown has been provided as an addendum to this proposal.

Deposit

In order to begin work, an initial payment of 10% of the architectural fee for Schematic Design (\$26,250), to be credited against each project phase, shall be made upon execution of this Agreement.

Billable Rates

	<u>Role</u>	<u>2019 Hrly rate</u>		<u>Role</u>	<u>2019 Hrly rate</u>
SO-IL	Principal:	\$325	GPD	Principal	\$178
	Sr. Associate:	\$210		Director	\$176
	Associate:	\$180		Chief Architect/Engineer	\$160
	Designer:	\$160		Sr. Project Manager	\$160
	Intern:	\$90		Construction Manager	\$155
				Project Manager	\$140
				Project Engineer	\$130
JKURTZ	Principal:	\$225		Professional Surveyor	\$125
	Associate:	\$160		Planner	\$120
	Designer:	\$135		Associate PM	\$115
	Intern:	\$85		Project Architect	\$105
				Design Engineer	\$110
				Civil Project Coordinator	\$110
				Civil Engineer	\$110
Tec Studio	Principals	\$150		Construction Supervisor	\$100
	Associates	\$125		Architectural Project Coordinator	\$100
	Designers/Draftsman	\$100		Illustrator	\$95
				Architectural Designer	\$90
				Landscape Architect	\$90
Threshold Acoustics	Partners	\$250		Survey Project Manager	\$105
	Principal Consultants	\$200		Environmental Engineer	\$80
	Senior Consultants	\$175		Interior Designer	\$78
	Consultants	\$125-\$150		Landscape Designer	\$70
	Technical Staff	\$100-\$125		Project Support	\$70
				Admin	\$65
				CAD Technician	\$60
				Survey Technician	\$60
				Intern Architect/Engineer	\$55

Appendix A
Architectural Scope Breakdown

DIVISION OF TASK RESPONSIBILITIES FOR ARCHITECTURAL SERVICES

Client Cleveland Public Library
 Project MLK Branch

Construction Manager - CM
 Architect of Record - AoR
 Design Architect - DA

Symbols:

- X Major Activity by Designee
- o Minor Activity by Designee
- + Design Intent-only review
- No responsibility by Designee
- # joint Responsibility

Notes:

	Designee	
	JKURTZ AoR	SO-IL DA
A. PROGRAM VALIDATION / PRE-DESIGN		
1. PROJECT ADMINISTRATION		
a. Finalize overall Agreement with CPL	X	-
b. Schedule and coordinate design workshops & meetings	X	o
c. Provide meeting reports & notes	o	X
d. Coordinate input to & distribution of program documents	o	X
e. Coordinate any design work developed during this phase	o	X
f. Lead presentations to client during workshops & meetings	o	X
f. Coordinate submittal of deliverables to CPL & Developer	o	X
g. Provide main point of contact with CPL and Developer during phase	X	o
2. ARCHITECTURAL DESIGN		
a. Confirm critical adjacencies	o	X
b. Develop basic blocking & stacking organization	o	X
c. Develop massing strategies	o	X
d. Develop architectural design direction	o	X
B. SCHEMATIC DESIGN PHASE	30%	70%
1. PROJECT ADMINISTRATION		
a. Schedule and coordinate design workshops & meetings	X	o
b. Provide meeting reports & notes	X	o
c. Coordinate input to & distribution of design documents	o	X
d. Coordinate any design work developed during this phase	o	X
e. Lead presentations to client during workshops & meetings	o	X
f. Coordinate submittal of deliverables to CM & client	X	o
g. Provide main point of contact with CPL and CM during phase	X	o

Appendix A

Architectural Scope Breakdown [Continued]

h.	Main point of contact and coordination with Development Team	X	o
2. ARCHITECTURAL DESIGN			
a.	Coordinate budget, scope and SMEP/FP consultants with design quality	#	#
b.	Finalize critical adjacencies	o	X
c.	Finalize blocking & stacking Program, Layout, organization	o	X
d.	Finalize massing strategies	o	X
e.	Develop envelope and fenestration	o	X
f.	Develop non-BIM 3D design models	-	X
g.	Develop shadow model in BIM	X	-
h.	Develop architectural design elevations, plans, sections	o	X
i.	Develop architectural design documents Renderings and Models	o	X
j.	Develop exterior materials & finishes in narrative format	o	X
k.	Develop int. materials & finishes in narrative format	o	X
l.	Coordinate input from acoustic consultant	X	o
m.	Coordinate SMEP/FP requirements and review	X	o
n.	Review and coordinate structural grid	#	#
o.	Coordinate schematic site plan concepts w/ Development Team	X	o
p.	Develop preliminary code review	X	o
q.	Primary Building Systems Selection	X	o
3. PRESENTATIONS & REVIEWS			
a.	Presentations to CPL Leadership	o	X
b.	Presentations to User group	o	X
c.	CM and AHJ preliminary review	X	o
4. QUALITY ASSURANCE			
a.	Review schematic design for architectural content & codes	X	o
b.	Review schematic design for engineering content	X	o
c.	Review documents for compliance with submittal requirements & codes	X	o
5. DELIVERABLES			
a.	Presentation materials	o	X
b.	Coordination of written narrative	X	o
c.	Coordinate outline specifications needed at SD for CM process	o	X
d.	See Deliverables per phase document	X	o
C. DESIGN DEVELOPMENT PHASE		40%	60%
1. PROJECT ADMINISTRATION			
a.	Schedule and coordinate design workshops & meetings	X	o
b.	Provide meeting reports & notes	X	o
c.	Coordinate input to & distribution of design documents	o	X
d.	Coordinate design work for spaces developed during phase	o	X
e.	Lead presentations to client during workshops & meetings	o	X
f.	Coordinate submittal of deliverables to CPL and CM	X	o
g.	Provide main point of contact with CPL and CM during phase	X	o
h.	Main point of contact and coordination with Development Team	X	o

Appendix A
Architectural Scope Breakdown [Continued]

2. ARCHITECTURE

a.	Coordinate compilation of written responses to schematic design review	X	o
b.	Refine schematics based on review comments	o	X
c.	Accessibility and egress review and comment	X	-
d.	Confirm accessibility & egress requirements are incorporated into design intent	o	X
e.	Resolve outstanding code related issues from schematic design	X	o
f.	Coordinate BIM model	X	o
g.	Coordinate site plan layout, materials & details W/ development team	X	o
h.	Coordinate & incorporate input from acoustical consultant	X	o
i.	Develop building components, Structure, and primary MEP Systems	#	#
j.	Develop preliminary design details and Assemblies	#	#
k.	Develop architectural envelope systems	o	X
l.	Develop pedestrian & service entry requirements	X	o
m.	Coordinate utility routing	X	o
n.	Provide interior materials palette	o	X
o.	Locate fire extinguishers and drinking fountains	X	o
p.	Develop public vertical circulation (open/convenience stairs/ramps/table)	o	X
q.	Develop Back Of House circulation - stairs, ramps, elevators	X	o
r.	Coordinate shafts, risers and floor openings	X	o
s.	Coordinate space requirements for S/MEP/FP systems	X	o
t.	Verify & indicate fire separation and fire-rated walls, and acoustic partitions	X	o
u.	Coordinate overall requirements for building technology systems	X	o
v.	Coordinate IT, AV & security requirements	X	o
w.	Detailed plans, sections, RCPs & elevations	o	X
x.	Develop typical wall types	X	o
y.	Develop door, frame & glazing schedules	X	o
y.	Develop outline specifications	o	X
z.	Provide interior product data & material selections	o	X

3. COST & BUDGET CONTROL

a.	Review DD cost estimate from CM	#	#
b.	Review DD options & coordinate necessary changes for budget control (VE)	#	#

4. PRESENTATIONS & REVIEWS

a.	Presentations to CPL Leadership	o	X
b.	Presentations to User group	o	X
c.	CM and AHJ review	X	o

5. QUALITY ASSURANCE

a.	Review DDs for architectural content	X	o
b.	Review DDs for engineering content	X	o
c.	Review documents for compliance with submittal requirements & codes	X	o
d.	Review DDs for completeness and clarity of design intent	o	X

6. DELIVERABLES

a.	Presentation materials	o	X
b.	Deliverables per Phase as required	X	o
c.	Export document files as appropriate or as required	X	o

Appendix A

Architectural Scope Breakdown [Continued]

d.	Coordinate specifications needed at DD Phase for CM process	X	o
D.	CONSTRUCTION DOCUMENTS	60%	40%
1.	PROJECT ADMINISTRATION		
a.	Schedule and coordinate design workshops & meetings	X	o
b.	Provide meeting reports & notes	X	o
c.	Coordinate input to & distribution of design documents	o	X
d.	Coordinate any design work developed during this phase	X	o
e.	Lead presentations to client during workshops & meetings	X	o
f.	Coordinate submittal of deliverables to CM & client	X	o
g.	Provide main point of contact with CPL and CM during phase	X	o
h.	Main point of contact and coordination with Development Team	X	o
2.	ARCHITECTURAL DESIGN		
a.	Coordinate compilation of written responses to DD review comments	X	o
b.	Provide sketch resolution based on DD review comments	o	X
c.	Refine outstanding design issues from DD	o	X
d.	Address any outstanding accessibility and/or code issues	X	o
e.	Refine BIM model	X	+
f.	Final color and finish materials selections	o	X
g.	Provide details for final design components, enlarged drawings, material connections and transitions, RCP's, Facades, Storefronts and Glazing, Door and door details, devices and services	#	#
h.	Detail and finalize custom fabrications, millwork, and custom product details.	o	X
i.	Floor Plans, Elevations, Sections	o	X
j.	Enlarged Floor Plans, Elevations, Sections	o	X
k.	Glazing, Roof, Facade, and Assembly Details	X	o
l.	Interior Elevations and Details	o	X
m.	Typical Details and Millwork	X	o
n.	Finalize the incorporation of input from acoustic consultant	X	o
o.	Review progress documents for conformance with design intent	o	X
p.	Coordinate & finalize vertical circulation & details	X	o
q.	Develop FF & E layout package	o	X
r.	Develop FF & E specifications	o	X
s.	Develop project manual	X	o
t.	Develop alternates	X	o
u.	Coordinate CDs between disciplines	X	o
3.	COST & BUDGET CONTROL		
a.	Review cost estimate updates from CM	#	#
b.	Review, evaluate and reconcile V.E. changes	X	o
4.	PRESENTATIONS & REVIEWS		
a.	Presentations to CPL Leadership	o	X
b.	Presentations to User group	o	X
5.	SUBMISSIONS		

Appendix A

Architectural Scope Breakdown [Continued]

a.	Submit to Fire Marshall	X	o
6. QUALITY ASSURANCE			
a.	Review CDs for architectural content	X	o
b.	Review CDs for engineering content	X	o
c.	Review documents for compliance with submittal requirements	X	o
7. DELIVERABLES			
a.	50% CD submittal	X	o
b.	90% CD submittal	X	o
c.	100% CD submittal	X	o
E. BIDDING ASSISTANCE		70%	30%
1. PROJECT ADMINISTRATION			
a.	Schedule and coordinate design workshops & meetings	X	o
b.	Provide meeting reports & notes	X	o
c.	Assemble Bid Set and instruction to bidders	+	+
d.	Organize pre-bid conference and walkthrough	X	o
e.	Provide design conformance input to CM during bidding	#	#
F. CONSTRUCTION SERVICES		70%	30%
1. PROJECT ADMINISTRATION			
a.	Receive & distribute RFIs, CORs, etc.	X	+
c.	Prepare & issue meeting minutes	+	+
d.	Prepare & issue field observation reports	X	o
2. ARCHITECTURAL			
a.	Attend regular project construction meetings (minimum bi-weekly)	X	o
b.	Review progress of work	X	o
c.	Receive, review & distribute Shop Drawings (as necessary)	X	+
d.	Interpret requirements of the construction documents [RFI's]	X	o
e.	Prepare and issue clarification sketches	X	o
f.	Review clarification sketches	o	X
g.	Review and approve final interior & exterior materials including aesthetic mock-ups	#	#
h.	Provide final review of project and issue punch list(s)	X	o
i.	Issue certificate of substantial completion & application for final payment	+	+
j.	Complete Record Drawings [CM Requirement?]	+	+

Appendix B
Sub-Consultant Proposals



520 South Main Street, Suite 2531
Akron, Ohio 44311

Phone 330.572.2100
www.gpdgroup.com



Mr. Jon Kurtz, AIA
Principal
JKURTZ Architects
10803 Magnolia Drive
Cleveland OH, 44106

February 8, 2019
Revised February 9, 2019
Job #2018074.00

RE: Cleveland Public Library MLK Branch

Dear Jon:

We are thrilled to be part of this great team you have assembled and won for the CPL MLK design competition. The project will be both challenging and culturally momentous to our region. Following the concept design phase, we look forward to continue working closely with you and Jing to achieve your vision for this Cleveland landmark.

Project Description

Our team was honored to participate with you in the design competition last year for the construction of this new state-of-the-art branch library that will honor the legacy of Dr. Martin Luther King, Jr. Located along the western boundary of the University Circle neighborhood. The new MLK Branch will become an integral part of a large, residential and commercial mixed-use project at the confluence of four distinct neighborhoods and districts: the Hough and Fairfax neighborhoods, the University Circle educational and cultural district, and the vast Cleveland Clinic hospital campus. This offers CPL a unique opportunity to create a library design that sets the tone for the larger development project that will serve as a gateway amongst these distinct neighborhoods.

The project site consists of three parcels located on the north side of Euclid Avenue between E. 105th Street and Stokes Boulevard, Cleveland, Ohio 44106. The concept design phase help clarify some items regarding the design and scope of the project. The proposal uses this concept design as a basis of design. CPL intends to hire a construction manager at risk (CMr) to procure the construction activities for this new library.

The concept design phase is being implemented to integrate the needs and requirements of the developer into the design presented with the competition phase.

GPD anticipates the construction costs will not exceed \$15M.

Scope of Services

GPD Group proposes to provide the services outlined below:

Task 100 – Site Coordination

- GPD will review the developer drawings and provide feedback and coordination with the building design and MEP systems.

- Work includes review and coordination of any utility runs between the building and the library independent heating/cooling plant.
- Civil engineering to within five-foot of the building, storm water documentation, and site design will be provided by the developer's A/E team.
- GPD assumes the building footprint will be site located by the Developer team.

Task 200 – Landscape Architecture

- The survey and proposed civil site plan will be utilized as the information for the landscape plans along with SD and DD landscape plans developed by others.
- Drawings will be sealed by GPD and coordinated with the owner for all permit and plan review submittals required. Code review and approval from the city shall be obtained by the owner. The documents produced will provide a complete set of drawings and specifications suitable to bid and award the project. A rendered landscape plan will not be provided. The owner is responsible for all permit fees associated with the improvements.
- Project improvements will include the design for the following:
 - Tree pits and plantings along Euclid Avenue and Reserve Court
 - Hardscape design and layout for adjacent areas and walks based on the SD and DD documents
- The plans will be provided at the CD phase only. Landscape Plans will delineate all planting zones, treatments, seeded areas, and plant lists. Hardscape plans will delineate the pavement types, limits, treatment, and patterns. Planting and hardscape details will be provided.
- Site grading and elevations will be coordinated with the building architect and site civil engineer.
- Technical Specifications will be provided on the drawings that are suitable for bidding to construct the landscape.

Task 300 – Structural Coordination

- GPD will provide supplemental structural engineering to support building features including canopies, curtain wall, railings, ceilings and stairs).
- Building structure (superstructure) and foundations, including mezzanine, roof, skylight, and lateral framing, will be provided by the Developer A/E team.
- Coordination with the developer team will be provided with the proposal to provide loading and reactions for the overall building structural design by the Developer's A/E.

Task 400 – Mechanical/Plumbing/Fire Protection

- Provide design and documentation required for permitting, bidding, and construction including mechanical, plumbing, and fire protection, as required to accommodate the approved preliminary plan and identified scope of work for the project. Documentation is to include:
 - HVAC underfloor system design and layouts
 - Central cooling and heating plant design and layouts
 - Mechanical enlarged plans and details
 - BAS control drawings and sequence of operations
 - Plumbing design and layouts for natural gas, domestic hot and cold water, sanitary and storm systems
 - Plumbing risers and isometrics
 - Criteria specifications and criteria drawings for fire protection. (Fire protection system design and hydraulic calculation to be completed by others).
 - Roof drainage from canopies.
 - Overall utility coordination with Developer's engineer. (FP service, Domestic Water, sewer, storm, NG)

Task 410 – Electrical

- Provide design and documentation required for permitting, bidding, and construction including electrical engineering, as required to accommodate the approved preliminary plan and identified scope of work for the project. Documentation includes:
 - Coordination with utility company and developers engineer for pad mount transformer size and location. (Size determined by utility)
 - Electrical distribution system (480/277v, 3 phase service, 120/208v, 3 phase)
 - Emergency generator system has been excluded from the proposal.
 - Power distribution for 120 volt system furniture and office equipment.
 - Telecom/security raceways and coordination (Technology and Security design by others)
 - Power distribution for lighting system and coordination. (2) two design changes are included. (Lighting and controls designed by

- others to meet LEED requirements. LEED lighting credits and documentation by others)
- Power distribution for HVAC equipment, plumbing equipment and controls.
- Fire alarm system design
- Overall utility coordination with Developer's engineer. (Power, cable, data, fire alarm)
- Excludes any site lighting.
- Lighting, A/V design, technology and security will be provided by a separate consultant.

Task 500 – LEED/Sustainability

- GPD will manage and initial LEED workshop to establish the LEED goals and initial scorecard for the project.
- Work includes preparation of specifications and specific plans required to submit for LEED certification.
- It is anticipated the building will be seeking a Silver Certification level using LEED rating system Version 4 (***Interior Design & Construction***) with the project.
- GPD will address specific questions from the contractor during the construction phase related to their specific discipline.
- GPD anticipates the project will submit both a design and construction submittal.
- USGBC registration, review or credit interpretation ruling fees are not included with the proposal.
- No fundamental or enhanced commissioning is included with the proposal.
- Proposal assumes developer will provide required information, drawings and documentation for their scope of work required for Certification.

~~Task 510 – Architectural Specifications~~

- ~~● GPD will coordinate with JKURTZ's design and documents to develop a complete project specification manual. Divisions 1-14 will be included with this task.~~
- ~~● GPD anticipates CPL will provide the front end (Division 0) specifications. GPD will coordinate these sections with the Project Manual.~~

Task 520 – Peer Review

- ~~• We will conduct a Quality Control review of all drawings, including other sub-consultants and architectural, for each discipline of design prior to submitting for permit.~~
- QA/QC of GPD drawings is included as part of the various tasks and disciplines listed.

Task 600 - Permitting

- Research the permitting requirements with the necessary jurisdictions and prepare all applications and plan review submittal documents. The plan review fee will be provided by JKurtz Architects.
- GPD will stamp and sign the engineering documents in accordance with city and state requirements and follow up with the municipalities until the permit is received. The fee assumes addressing one round of comments from the municipality.

Task 700 - Construction Administration

- Address questions during bidding and respond to you with our written responses for consolidated communication to all the bidders.
- Assist in review and analysis of the bids.
- Address questions (RFIs) during construction. We assume 80 hours for addressing RFIs.
- Review shop drawings, as required.
- Provide a 50% complete site inspection, as coordinated with JKurtz and CPL and the contractor.
- Provide a final inspection and punch list report at the completion of the project.
- Follow up with the contractor for proper and timely completion of the punch list items.
- Provide record drawings based on the contractor provided mark-ups during construction in PDF and CAD format for your use and reference.

Fee Proposal

GPD proposes to complete the above Scope of Services for the following lump sum fees plus reimbursable expenses.

Task	Proposed Fee
Task 100 - Site Coordination	\$ 3,200
Task 200 - Landscape Architecture	\$ 3,500
Task 300 - Structural Coordination	\$ 40,000
Task 400 - Mechanical/Plumbing/Fire Protection	\$ 110,000
Task 410 - Electrical	\$ 90,000
Task 500 - LEED/Sustainability	\$ 72,500
Task 510 - Architectural Specifications	\$ 75,500
Task 520 - Peer Review	\$ 24,500
Task 600 - Permitting	\$ 7,500
Task 700 - Construction Administration	\$ 75,000
TOTAL	\$501,700

The fee breakdown by phase is as follows:

Design Phase	% of Fee	Proposed Fee
Schematic Design	25	\$ 125,000
Design Development	18	\$ 90,300
Construction Documents	35	\$ 176,400
Bidding	3	\$ 15,000
Construction Administration	19	\$95,000
TOTAL	100%	\$501,700

Reimbursable expenses include, but are not limited to, travel expenses such as printing, mailing, and plan review submittal fees with local municipalities. Reimbursable expenses will be passed through at actual cost without mark-up. No reimbursable expenses have been added to the fee proposal and are assumed to be carried by JKURTZ Architects.

Work will be billed on a monthly basis for the percentage of work completed that month.

Proposed Schedule

- Schematic design (SD) documents will be provided within two months of the notice to proceed (NTP).
- Design development documents will be submitted within two and half months from approval of the SD documents.
- Construction documents will be submitted for permitting and bidding purposes within three and half months of approved preliminary floor plan and finalized scope of work.
- Permitting time frame is contingent upon current municipality turnaround times.
- Construction administration throughout the construction phase, estimated at 65 weeks.

Exclusions / Clarifications

The following items are not anticipated to be needed on this particular project and therefore are excluded from our fee proposal:

- ALTA Survey.
- Geotechnical studies.
- Phase I and II environmental testing and remediation. Asbestos testing.
- Lighting photometric measurements.
- ALTA, title research.
- Lot split, lot consolidation, easements.
- Traffic studies.
- GPD cannot guarantee planning approvals.
- Permit fees, applications fees, recording / filing, and review fees will be paid for by JKurtz Architects.
- Architectural/Interior design or documentation other than Specifications.
- Renderings.
- Planning and zoning, Planning Commission, Architectural Review Board.
- Civil engineering, storm water management and documentation.
- Green roof.

- Roof and roof drains will be provided by the developer's A/E team. GPD will coordinate roof drain pathways through the building.
- Cost Estimating.
- New utility design.
- Off-site utility extension design.
- Lighting design and photometric plans.
- Irrigation system design.
- Fire protection design will be provided by a licensed fire protection contractor. Fire pump or fire protection required for the tower is excluded with the proposal.
- Technology, A/V and security design.
- Structural engineering. Proposal includes supplemental structural engineering to support building features. Building structure and foundations, including mezzanine, will be provided by the Developer A/E team.
- Kitchen equipment specifications and planning.
- ***LEED Certification for the residential tower. Proposal assumes the library fit-out only.***
- Additional meetings with the city or owner will be charged on an hourly basis.
- Client directed changes after the start of CDs may result in additional services to be performed on an hourly basis.
- Additional site visits beyond those proposed, if requested, will be charged at an additional fee of \$1,000 plus reimbursable expenses.
- Testing and inspections, if required during construction, will be the responsibility of the contractor.
- This proposal is valid for a period of 30 days from the date of correspondence.
- In the event that any certifications, affidavits, or any other documents prior to, during, and after construction become relevant and require the engineer / architect(s) of record signature and/or stamp, GPD will provide an amendment to this proposal which will include the new scope and fee. Such documents include, but are not limited to, commissioning forms, certifications for building departments, verification of as-built drawings, affidavits of inspections, assignments, pay application forms, etc.

GPD can provide any of these services or others at your request. If service adjustments are requested, we will provide a proposal revision for your review.

Thank you again for the opportunity to provide this proposal. We look forward to hearing from you and the potential to work together on this project. Please contact me at 216.927.8692 or via email at jnolde@gpdgroup.com with any questions or comments regarding our proposal.

Respectfully,



Jason Nolde
Project Manager



520 South Main Street, Suite 2531
Akron, Ohio 44311

Phone 330.572.2100
www.gpdgroup.com



March 18, 2019
Job #2018074.00

Mr. Jon Kurtz, AIA
Principal
JKURTZ Architects
10803 Magnolia Drive
Cleveland OH, 44106

RE: Cleveland Public Library MLK Branch Phantom Engineering

Dear Jon:

Thank you for your continued support on this project. As requested in your meetings with Cleveland Public Library (CPL), we are providing you with a proposal to provide "phantom engineering" to determine a baseline for the library if it were to be a stand alone building.

Project Description

In negotiations with the developer on the project, CPL has identified that a baseline library model may be beneficial to determine any cost increases to the project to allow for a tenant-landlord building configuration. This proposal provides JKurtz and CPL with additional design narratives with the schematic design submittal that identifies SMEP-configurations for the building in a standalone configuration and not associated with a developer tower. GPD has not included any hard calculations/engineering and the proposal will include assumption-based designs. It is assumed one (1) round of review/comments/corrections is included with the proposal.

Fee Proposal

GPD proposes to complete the above Scope of Services for the following lump sum fees plus reimbursable expenses.

Task	Proposed Fee
Task 100 – Phantom Engineering	\$ 12,200
TOTAL	\$12,200

No reimbursable expenses have been added to the fee proposal and are assumed to be carried by JKURTZ Architects.

Work will be billed on a monthly basis for the percentage of work completed that month.

Exclusions / Clarifications

The following items are not anticipated to be needed on this particular project and therefore are excluded from our fee proposal:

- Full engineering. Narratives use assumption based design.
- Drawings.
- Civil engineering, storm water management and documentation.
- Cost Estimating.
- Technology, A/V and security design.

Thank you again for the opportunity to provide this proposal. We look forward to hearing from you and the potential to work together on this project. Please contact me at 216.927.8692 or via email at jnolde@gpdgroup.com with any questions or comments regarding our proposal.

Respectfully,



Jason Nolde
Project Manager

March 15, 2019



a women's business enterprise

Mr. Jonathan Kurtz, AIA
JKURTZ Architects

Re: Cleveland Public Library, MLK Branch
Lighting and Technology Design Services Proposal

Dear Mr. Kurtz,

It was a pleasure working with the design team on the competition for the Cleveland Public Library MLK Branch. We look forward to the opportunity to developing further lighting and low voltage system concepts and seeing the project through to construction. Please review the proposal of services as requested for this new construction branch.

SCOPE OF WORK

The following areas shall be part of this Scope of Work:

Interior Public and back of house spaces
Exterior Façade, Entry and associated Landscaped areas

SCOPE OF SERVICES

Our fee proposal for this project is based on the following scope, assumptions, and notes:

- A. Schematic Design Phase:
1. One (1) Conference with the Owner and Client as required to discuss illumination criteria, technology system concepts, project cost guidelines and schedule parameters. Coordination calls/webex with the Design Team are included as part of base services.
 2. Analysis of lighting requirements for visual tasks to be performed by the occupants of the various rooms and functional requirements for the lighting systems.
 3. Analysis of Technology, Security and AV requirements for each space as set forth by the program.
 4. Submittal of a Basis of Design report outlining the recommended program for lighting, technology, AV and security, for Owner and Client review and approval.
 5. Coordination as required to assist in the preparation of an order-of-magnitude project cost estimate.

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Columbus, OH 43068
t: 614.666.2868



B. Design Development Phase:

In this Phase, Tec Studio assumes there will be not more than one (1) issuances of lighting documentation packages.

1. Participate in conceptual and technical conferences with the Owner and the Client and their Consultants.
2. Perform electric lighting calculations for layout purposes.
3. Prepare preliminary documentation as follows for inclusion into the Project's Design Development Phase documentation.
 - a. Scaled lighting layout plans indicating fixture types, and locations, scaled technology, security and AV drawings. The designers will coordinate this work with the Client and their Consultants. These will be executed on backgrounds provided by the Client.
 - b. Preliminary details of any special lighting treatments.
 - c. Preliminary lighting fixture schedule, catalogue cuts and specifications.
 - d. Preliminary Technology, AV and Security specifications, and catalogue cuts.
 - e. Coordination with the Client and their Consultants to assist in the preparation of a preliminary project cost estimate.

C. Construction Documents Phase:

In this Phase, Tec Studio assumes there will be not more than two (3) issuances of lighting/technology documentation progress packages and one (1) final issue.

1. Review of the Project's Design Development documentation as related to the lighting and technology design and provide clarifications and coordination as required.
2. Coordination conferences with the Owner and the Client and their Consultants.
3. Preparation of sketches and clarifications of design intent as required to update the lighting and technology scope of the design for final documentation.
4. Coordination with Electrical Engineer on emergency lighting to ensure system functions properly, layout is the responsibility of the Engineer.
5. Preparation of final schedules and final specifications for lighting and technology systems.
6. Provide review of Contract Documentation as prepared by The Client and/or their Consultants as it relates to the lighting and technology design.
7. Preparation of final layout plans. The Designer will coordinate this work with the Client and their Consultants. These will be executed on backgrounds provided by the Client.
8. Preparation of final details of any special lighting treatments.
9. Preparation of specifications for lighting control systems, technology, AV and security. Provide Sequence of Operations for system design.
10. Coordination with the Client and their Consultants to assist in the preparation of a final project cost estimate.

D. Bidding and Negotiation Phase:

1. Evaluation as required of Contractor bids for the lighting equipment.



2. Provide clarifications of the design intent of the lighting documentation as required by the Client, their Consultants or the bidding Contractors. All information given to any bidder will be recorded in writing and forwarded to the Client for distribution to all bidders.
- E. Construction Administration Phase:
1. Answer questions and render interpretations of the construction documents.
 2. Submittal review. Our review includes those submittals required by Division 26 section of the construction documents. The Designer assumes that all submittals will be made in accordance with the specifications (using either the basis of design or one of the two listed equals), and that no time will be spent reviewing substituted products proposed by others. We will provide one (1) submittal and two (2) re-submittals.
 3. Provide one site visit to review progress as requested by your Office.
 4. Perform one additional site visit to complete a final punch list after the completion of construction and final aiming.

INFORMATION WE REQUIRE

For the purposes of this project, the following information is required to be supplied by your office:

1. Architectural coordination drawings.
2. CAD background files in AutoCAD Version 2019
3. Interior elevations and sections, Exterior Elevations and site plans
4. One (1) set of completed bid documents, drawings, and specifications for our office file for each phase.

BASIC SERVICES

The basic services will include the following phases: schematic design, design development, construction document preparation, and bidding and construction administration.

If our design work is required to result in a construction cost below a predetermined value, in order to design to this value we must know the amount before we begin working drawings.

The following general items are included in the basic services:

1. Local travel expenses. **Note:** Between our office and your office, for the purposes of this project, will be considered local travel.
2. Telephone calls and mail initiated by our office.
3. Computer services for normal engineering calculations and word processing time.



4. Minor reproduction of sketches and drawings and other material required for the exchange of information. **Note:** The reproduction costs required for bidding purposes are not included in this proposal.

ADDITIONAL SERVICES

The following general items are not included in the basic services in this fee proposal and, if requested and mutually agreed upon in writing, will be performed as additional services requiring additional compensation (see “Compensation” section).

1. Emergency Egress Illumination.
2. Interactive lighting or interactive media displays
3. Content creation for media displays
4. Special renderings or presentation materials, or scale models of lighting treatments, lighting mock ups.
5. Custom Luminaire Design
6. Preparation and submission of LEED documentation or WELL Building.
7. Review of Contractor submittals for equipment substitutions.
8. Coordination of lighting fixture orders and deliveries from manufacturers.
9. Preparation of daylighting calculations or analysis.
10. Redesign because of scope changes or Value Engineering after the Client’s acceptance of the Designer’s Construction Document set.
11. Preparation of documents for alternate bids or out-of-sequence services requested by the Owner or Client.
12. Preparation of supporting data and other services in connection with Change Orders or Negotiated Contracts.
13. Preparation of energy-use calculations and/or other submittals as required for energy code compliance and/or public utility rebate programs.
14. Site visits to lighting manufacturer’s facilities as required to verify their products’ conformance to the Designer’s specifications and/or their ability to perform according to any other project requirements.
15. Travel expenses out of the State to meet with the Design Architect and Engineer of Record.



COMPENSATION

For the purposes of this project, we propose to work on a phased fix fee basis

The phased fixed fee for work to be performed by the Designer shall be Fifty-Two Thousand Dollars (\$52,000.00), which does not include any reimbursable expenses, or additional services.

Fee Breakdown

Schematic Design	15%	\$ 7,800.00
Design Development	40%	\$20,800.00
Construction Documents	30%	\$15,600.00
Bidding and Construction Admin.	15%	\$ 7,800.00

Compensation for Additional Services

Additional services will be billed on an hourly basis based on the hourly rates currently in effect as set forth below. Rates will be maintained during the life of the project unless the project is placed on hold. Any hold in excess of 12 months, may allow for hourly increase for additional services. The Designer will notify the Client of the need for additional services prior to commencing work.

Principals:	\$ 150.00
Associates:	\$ 125.00
Designers/Draftsman:	\$ 100.00

Our terms of payment are net thirty (30) days after invoicing. Invoicing for this project will be monthly. Please advise if special billing formats or reference numbers are required. Our fees and rates are based on the timely receipt of payment for our services performed. We reserve the right to renegotiate fees in the event that the project is suspended and later resumed.

Thank you for the opportunity to present this proposal. If the proposal meets with your approval, please sign and return the original proposal, retaining the copy for your files. Should any item in the proposal require clarification, please contact us. We look forward to hearing from you in the near future.

Respectfully submitted,

Tec Studio, Inc.

A handwritten signature in black ink, appearing to read "A. Zinkon", written over a horizontal line.

Ardra Zinkon, CLD, IALD
President, Director of Lighting Design

January 21, 2019



a women's business enterprise

Mr. Jonathan Kurtz, AIA
JKURTZ Architects

Re: Cleveland Public Library, MLK Branch
Multimedia Interactive Display Consulting Services

Dear Mr. Kurtz,

Please accept this proposal as an additional service to our lighting and technology design proposal. This scope of work would include exploratory research for an interactive display within the MLK branch.

SCOPE OF WORK

The following areas shall be part of this Scope of Work:

Interior Public Spaces as defined by the Owner/Architect

SCOPE OF SERVICES

Our fee proposal for this project is based on the following scope, assumptions, and notes:

- A. Schematic Design Phase:
1. One (1) Conference with the Owner and Client as required to discuss opportunities for multimedia interactive display within the new library space. Conference should provide direction on potential locations for further study and possible concepts.
 2. Analysis of lighting and technology requirements for display opportunities, including requirements for content creation, programming and additional integration team members.
 3. Submittal of a Basis of Design report outlining a maximum of five (5) concepts within the library that could be accepted individually or jointly for the project for further development into contract documents.
 4. Coordination as required to assist in the preparation of an order-of-magnitude cost estimate for each potential option.
 5. Meeting with the Client to review/prep for final presentation and ensure proposed solutions are consistent with architectural concepts for the project.
 6. One (1) Additional meeting with the Owner and Client to present report and discuss next steps.

7510 State Ridge Blvd.
Columbus, OH 43068
t: 614.666.3868



BASIC SERVICES

The basic services will include the following phases: schematic design.

If our design work is required to result in a construction cost below a predetermined value, in order to design to this value we must know the amount before we begin. If we are not advised of this amount before we are instructed to begin working drawings and it later results in a redesign on our part, then the work shall be billed as additional services as described elsewhere in this fee proposal.

The following general items are included in the basic services:

1. Local travel expenses. **Note:** Between our office and your office, for the purposes of this project, will be considered local travel.
2. Telephone calls and mail initiated by our office.
3. Computer services for normal engineering calculations and word processing time.
4. Minor reproduction of sketches and drawings and other material required for the exchange of information. **Note:** The reproduction costs required for bidding purposes are not included in this proposal.

ADDITIONAL SERVICES

The following general items are not included in the basic services in this fee proposal and, if requested and mutually agreed upon in writing, will be performed as additional services requiring additional compensation (see "Compensation" section).

1. Design Development and Construction Documents for interactive multimedia display.
2. Content Creation.
3. Programming and Commissioning.

COMPENSATION

For the purposes of this project, we propose to work on a phased fix fee basis

The phased fixed fee for work to be performed by the Designer shall be Seven Thousand, Five Hundred Dollars (\$7,500.00), which does not include any reimbursable expenses, or additional services.

Fee Breakdown

Prep and Initial Meeting	10 hours
Research and Development	30 hours
Final Presentation	10 hours

Our terms of payment are net thirty (30) days after invoicing. Invoicing for this project will be monthly. Please advise if special billing formats or reference numbers are required. Our fees and rates are based on

Mr. Jonathan Kurtz, AIA
January 21, 2019
Page 3 of 3



the timely receipt of payment for our services performed. We reserve the right to renegotiate fees in the event that the project is suspended and later resumed.

Thank you for the opportunity to present this proposal. If the proposal meets with your approval, please sign and return the original proposal, retaining the copy for your files. Should any item in the proposal require clarification, please contact us. We look forward to hearing from you in the near future.

Respectfully submitted,

Tec Studio, Inc.

A handwritten signature in black ink, appearing to read "A. Zinkon", with a long horizontal stroke extending to the right.

Ardra Zinkon, CLD, IALD
President, Director of Lighting Design

February 11, 2019

Jonathan Kurtz
Principal
JKURTZ Architects

Via Email

Cleveland Public Library Martin Luther King Jr. Branch Branding, Signage, and Anisfield-Wolf Book Awards Exhibition Design

Dear Jonathan,

We are excited about working with JKURTZ, SO-IL, and Cleveland Public Library (CPL) team on the redesign of the CPL Martin Luther King Jr. Branch, and making it possible for everyone to have “A Place at the Table.” Thank you again for inviting us to be a part of this significant and vital addition to Cleveland’s vibrant cultural and literary community, and working together to create an iconic living tribute to Dr. King and the Anisfield-Wolf Book Awards.

As we heard in the many meetings leading up the design competition, we are looking forward to helping make this library branch a local, regional, and even national destination that elevates the library experience, and makes visitors rethink what a library is, and can be.

Per our discussion we are dividing our Proposal into 3 sections: Essential Services which are absolutely needed for a successful opening of the new Library; Optional Services, which while not essential, can complement our Essential Services; and Enhanced Services which would bring the project to the level of aspiration the competition included. We are combining most of these services into three Design Packages, which will include all creative fees associated with the Essential Services, as well as preliminary explorations and recommendations of the interactive exhibits listed in the Enhanced Services.

ENGAGEMENT OVERVIEW

Nesnadny + Schwartz (N+S) is pleased to submit the following specifications and budget in response to an invitation from JKURTZ / SO-IL to design Identity, Way-finding, and Exhibition Design for the Cleveland Public Library Martin Luther King Jr. Branch (MLK Library). The specific items addressed in this agreement are itemized below. In addition to these unique undertakings, it is understood that N+S will also serve as the MLK Library’s visual design consultant and advise on all projects and matters relating to how the library is visually represented to internal and external audiences. Projects over and above those described here can be addressed as they arise as separate budgets, or N+S can work with CPL on a retainer until the library is complete, and all design matters have been resolved. Our budget is based on the parameters discussed during all calls, meetings, and our review and familiarity of current designs and plans of the new library.

SCOPE OF PROJECT: ESSENTIAL SERVICES

Identity Design: This project consists of creating an identity theme for the new MLK Library, which may consist of unique typographical treatments, iconography, patterns, and color which will serve to brand the look and feel of the library and work harmoniously with the architecture to help elevate the overall visitor experience. Just as the architecture will serve as a model for the future of CPL, so should the entire visual scheme. This visual voice will then help guide the design of the Way-finding and Signage System.

Approach: The creative process will include extensive typographical, graphical, and color palette research, and thorough design studies to ensure the new identity works seamlessly within the context of the surrounding architecture, and pays respectful homage to the Dr. King legacy.

Way-finding and Signage Design: Part of a successful MLK Library experience necessitates the design of clear and easy-to-understand way-finding and signage to help visitors navigate through the library environment. While operationally imperative, well-designed way-finding also serves to enhance the visual appeal of the facility, and complement the architecture. N+S will apply the new MLK Library identity to a family of signs outside and inside the new library. This collection of signs may include: main exterior street-facing branding signage; secondary exterior branding signage along the rear and sides of the library; exterior



way-finding and informational signage; main interior branding signage; and all interior way-finding and informational signage.

Approach: The creative process will include extensive typographical, graphical, color palette, materials, fabrication, and installation research in order to develop a comprehensive way-finding signage system with standardized type styles, composition, and layout formats that may be applied to a variety of signage types and applications.

Signage types to be explored include library area identifiers (e.g. Shelter, Playground, Think Room, Action Area, Reading Garden, Information, etc.), book stack and subject area identifiers (e.g. Fiction, Nonfiction, Children, etc.), desk labels, meeting room and office identifiers, and floor plan maps.

Signage applications to be explored include wall graphics, floor graphics, banners, free standing signage, window graphics, illuminated signage, and interactive touch screens.

Anisfield-Wolf Book Awards Exhibition Design: As the Anisfield-Wolf Book Award (AWBA) design firm of record, N+S is keenly familiar with the history and importance of this venerable institution and makes us uniquely qualified to be involved with creating the award-winning books' new home in the MLK Library. N+S will work closely with JKURTZ, SO-IL, AWBA, and CPL in conceptualizing and designing the AWBA exhibit installation, and making the "Mountaintop," and "Forest of Hopes and Dreams" a reality.

Approach: The creative process will include extensive typographical, graphical, color palette, materials, fabrication, and installation research in order to develop a unique, impactful, and memorable installation that successfully honors the AWBA winners, gives visitors a fulfilling understanding of the Award's importance, provides thorough access to all AWBA winning books, represents the iconic mirrored forest originally envisioned, and adheres to the AWBA brand that has already been established.

SCOPE OF PROJECT: OPTIONAL SERVICES

Business Papers, Collateral, and Marketing Materials: As one of the premier branches in the CPL system, the MLK Library can greatly benefit from a unique family of compelling communication materials to help promote the location as a important and exciting destination. N+S will apply the new MLK Library identity to an assortment of Business Papers and Collateral Materials specified by the MLK Library staff. As those pieces have yet to be identified, N+S is budgeting time for the design of 12–18 unique items.

Approach: The creative process will include extensive typographical, graphical, color palette, materials, and production research in order to develop a comprehensive communications package with standardized type styles, composition, and layout formats.

Items that may be explored include business cards, letterhead, envelopes, note cards, pocket folder, bookmark, t-shirt, hat, etc.

Identity Guidelines: N+S will design a straightforward (up to 12 pages), Brand Identity Guideline document that outlines usage rules for the new MLK Library identity. Some of the items to be addressed include proper and improper identity usage, size and placement requirements, typographical specifications, color palette description and color usage, and extended complementary color palette.

Approach: The creative process will include extensive typographical, graphical, color palette, materials, and production research in order to develop a cohesive and comprehensive set of guidelines that clearly outlines proper use and application of the new MLK Library identity, allowing for consistent visual branding by all internal and outside sources.



SCOPE OF PROJECT: ENHANCED SERVICES

In addition to the MLK Library Identity and Way-finding Signage, which will reference Martin Luther King Jr.'s legacy, there are other featured projects exhibits we are proposing that can solidly embed his presence into the MLK Library experience. It is important to note that any of one of these exhibits is a prime sponsorship opportunity for local, regional, or even national organizations and corporations. N+S can work with CPL in helping to broker these opportunities, as many of our clients are potential funders, e.g. the Cleveland Foundation and the George Gund Foundation.

MLK Library Website: N+S is proposing the design of an innovative, forward-looking, responsive (viewable on all devices) website that would not only serve as an online tool for accessing the collections, resources, and services currently offered online, but also be an extension of the interactive exhibits in place at the branch. For example, recordings made in the Dream Room can be accessible on the MLK Library Website, and conversely recordings made offsite can be uploaded to the library exhibit. Or, a miniature version of the Freedom Map which pinpoints key Cleveland historical locations can be accessed through the website. The potential is limitless. With a compelling user interface, intuitive navigation, contemporary design, and engaging content, the website will serve as a dynamic extension of the MLK Library, and further reinforce its role as a library of the future.

Approach: N+S will work closely with CPL in determining the website's content and site map, desired features and services, needs for a custom content management system (CMS), visual design, and overall user experience.

Dream Room: On the "Mountaintop" there will be a unique space where visitors can record what they envision our community, our city, our country, and our world can be. They will also be able to listen to archived wishes from previous visitors using a variety of search parameters.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, CPL, and potential project sponsor, in designing the appearance of the space as it relates to the surrounding AWBA installation, and overall library ambiance. N+S will explore title and instructional signage for the area that follows the MLK Library system described above, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Word Walk: N+S will design a unique walkway along the perimeter of "The Table" where visitors can walk or roll over a strip of floor that is occupied by thousands of glowing words. As people move the words interact with their feet or wheels. They can simply enjoy the playful movement they create or spend more time building sentences or phrases.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, CPL, and potential project sponsor, in designing the appearance of the space and projected typographical styles as they relate to the surrounding library and Table look and feel. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Freedom Map: This project consists of creating an interactive map exhibit focusing on Greater Cleveland and highlighting important locations where significant civil rights milestones and events occurred, from Dr. King's speech at Olivet Institutional Baptist Church to Karamu House, the oldest African American theater in the United States. Viewers can touch featured points on the map and pop-up windows will expand to give further information and visuals relating to the historical event or location. Where appropriate sound or video may be included. A free app that complements the exhibit can be downloaded at the station and guide users throughout the city where they can visit the actual locations.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, archivist, historian, CPL, and potential project sponsor, in designing the appearance of the map and accompanying graphics including map design and interactive functionality, sound research and design, video research and design, photo research and design, and all expandable written content and design. N+S will explore title and instructional signage for the area that follows the MLK Library system described above, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Living Wall: N+S will create an interactive wall that may be programmed with words from Dr. King's writings and speeches. Words like "character," "faith," "hope," and "love." Viewers can touch one of the words and the entire quotation appears, with the date and location of when and where the words were spoken. They can touch another portion of the wall and use more words to create their own verses and poems.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, archivist, historian, CPL, and potential project sponsor, in designing the appearance of the wall and projected typographical styles as they relate to the surrounding library and Table look and feel, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Virtual Garden: Reinforcing the notion of a library being the source of personal and communal growth, N+S will design an interactive garden that will change with the seasons, and visitors you can interact with it by planting virtual seeds and virtually watering them. They may then return at a later date, "walk through" the garden using a virtual map, locate their plants, and see how they've grown and bloomed.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, CPL, and potential project sponsor, in designing the appearance of the garden, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Community Portrait: Supporting the idea that the MLK Library and its thematic Table can conceptually and literally bring people together, this project consists of creating a large back-lit monitor displaying a grid of portraits. These will be photos of library visitors – people of all ages, races, from all different walks of life from all over the world. Integrated within the installation will be a camera new visitors can stand in front of and let themselves be photographed. Their image then becomes part of the Community Portrait for others to see.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, CPL, and potential project sponsor, in designing the appearance of the exhibit, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.

Talking Books: One of the charges to our team is the challenge of making parts of the library accessible 24 hours a day, 7 days a week. N+S envisions the design of a virtual library on the façade of the MLK Library in the form of a projected case of books that visitors can touch, and passages of the books will be read to them.

Approach: N+S will work closely with JKURTZ, SO-IL, the team's technical partner, CPL, and potential project sponsor, in designing the appearance of the exhibit, along with additional graphical applications to energize the surrounding area, including book spine design and interactive functionality, and sound research and design. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the space that is a unique piece of signage, but also follows the newly established MLK Library brand.



Road to Hope: Continuing to meet the challenge of making the MLK Library a unique destination 24 hours a day, 7 days a week, N+S would create a projected word experience as visitors walk beneath the buildings cantilevered canopy that projects over the front sidewalk. As visitors look up they see the words of Martin Luther King Jr. in large glowing excerpts from his many famous speeches and quotations. Using projected sound, visitors actually hear Dr. King reciting the words as they travel down the street.

Approach: N+S will work closely with JKURTZ, SO-IL, the team’s technical partner, archivist, historian, CPL, and potential project sponsor, in designing the appearance of the canopy and projected typographical styles as they relate to the surrounding library and Table look and feel, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the area that is a unique piece of signage, but also follows the newly established MLK Library brand.

Freedom Stride: One more compelling way the library can be accessible 24/7 is by designing an interactive exhibit on the façade of the library where as visitors walk along the front of the building toward the entrance, they notice an image of Dr. King walking beside them. Using video tracking and archival video, the experience would emulate the experience of marching with Dr. King on one of his many historical peaceful protests.

Approach: N+S will work closely with JKURTZ, SO-IL, the team’s technical partner, archivist, historian, CPL, and potential project sponsor, in designing the appearance of the projected walk, along with additional graphical applications to energize the space. If a sponsor is funding the exhibit, N+S will work with them in designing a personal identifier for the area that is a unique piece of signage, but also follows the newly established MLK Library brand.

FOUR STEP DESIGN AND DEVELOPMENT PROCESS

Our development methodology for these projects will follow a four Phase process including:

1. Discovery + Strategy
2. Concept + Design
3. Typesetting + Electronic Production
4. Production Management

These Phases will be followed during this collaborative engagement to provide a system for informed dialogue, clear feedback, and well-defined scheduling milestones and budgetary parameters. It is through this efficient process for creative and production development that we can ensure the ultimate success of these projects. It is understood that N+S will provide professional and creative services for these projects and work closely with the MLK Library team to establish, review, and implement the direction and design for these undertakings. This includes time for research, meetings, presentations, conceptual development, original design concepts, graphic design, typesetting, and production of all digital files as required.

1. Discovery + Strategy: We pride ourselves on “doing our homework.” Great design is responsive to the needs of our clients, and our clients’ end-users. The first step in this process will be to establish and confirm the overall strategy and objectives for all components of these projects. Central to this process will be an evaluation of previous project versions (if relevant). This Phase would also include a review of any relevant additional content and visual assets and discussions with CPL and MLK staff regarding the constraints and goals of the efforts. Regular communication between N+S and the MLK Library team will continue throughout the discovery, creative, and production processes.

2. Concept + Design: Once we have completed Phase 1, Discovery + Strategy, N+S will proceed with the Concept + Design step. As these projects are multi-faceted, incremental, and subject to coinciding with building design and construction deadlines, each project must be completed in a defined order for the entire effort to progress efficiently and effectively. We see these efforts being completed in the following order: Identity Design; Way-finding Design; Anisfield-Wolf Book Awards Exhibition Design; all Enhanced Services Exhibits; followed by Business Papers, Collateral, and Marketing Materials and Brand Identity Guidelines.



Identity Design: N+S will create and present up to 2 identity themes with up to 2 sets of refinements. Once a final design direction has been approved, N+S will advance to exploring how the identity theme can work throughout the library exterior and interior environments.

Way-finding and Signage Design: Once a final identity theme has been approved, N+S will begin exploring way-finding and signage design. Once initial research has been completed for specific signage needs and applications, and the types of signs and content of each has been approved by the MLK Library team, N+S will begin designing a select family of up to 6 sign compositions that represent the types of signage that will appear throughout the Library, including individual composition, material, structure, and location. Design approaches shall be presented in digital environments emulating each sign's size, structure, and placement. N+S will present up to 2 design themes with up to 2 rounds of design refinements. Once a theme direction has been approved N+S will apply the look and feel to the remaining sign types.

Anisfield-Wolf Book Awards Exhibition Design: N+S will work in tandem with JKURTZ, SO-IL, AWBA, and CPL to design the overall look, structure, and interactive elements of the AWBA exhibit, ensuring that the finished appearance adheres to the established AWBA brand, while having its own unique and inspired visual voice. N+S, JKURTZ, and SO-IL will work together to coordinate schedule, presentations, and refinements. We are budgeted to create up to 2 design directions, with up to 2 rounds of revisions.

Enhanced Services Exhibits: Depending on the selected exhibits, N+S will work closely with JKURTZ, SO-IL, technical partners, archivists, historians, CPL, all fabricators, builders, and any potential project sponsors, on the design and production of these exciting opportunities. In each case N+S will present 1 design approach with up to 2 rounds of design refinements.

Business Papers, Collateral, and Marketing Materials: N+S will design between 12–18 unique business papers or collateral and marketing materials, which may include business cards, letterhead, envelopes, note cards, pocket folder, bookmark, t-shirt, hat etc. After CPL and N+S have agreed on this assortment of items, N+S will begin the design process which will include extensive typographical, graphical, color palette, materials, and production research in order to develop a comprehensive communications package with standardized type styles, composition, and layout formats. N+S will present 2–3 designs for each item in the form of high-resolution color presentation pages, with 2–3 sets of design refinements. Once each design has been approved, N+S will proceed to the Typesetting + Electronic Production phase to create print-ready files of each item.

Identity Guidelines: Once all preliminary projects have been designed and approved, and all design applications and rules have been addressed, N+S can proceed with developing a clear and accessible set of Brand Identity Guidelines. This document will be up to 12 pages long in PDF form, and address proper and improper logo usage, minimal size requirements, typographical specifications, color palette description and color usage, and extended complementary color palette.

3. Typesetting + Electronic Production: N+S will provide all required and relevant Typesetting and related Electronic Production services. This includes all time for the initial setting of all type, up to 3 rounds of type changes, and preparation of all “printer-ready” files, as required.

4. Production Management: Preliminary cost estimates for Production Management and/or the time that may be required to manage or supervise these services, are included in this Proposal. In addition to playing an active role in the proof review process, we assume that N+S will play an active role in the supervision of all printing, binding, fabrication, and installation of all projects including scheduling and all vendor communication, and RFQ requests as needed. We are not including a printing, fabrication, and installation costs at this time until final designs, material specifications, and installation parameters have been determined.



ESTIMATE AND RELATED TERMS

This Proposal and related budget ($\pm 10\%$) include costs for professional services and expenses as outlined. This encompasses a preliminary allowance for design related materials, office supplies, long distance phone, and related expenses. We believe the budget estimates for consultation, research, and design to be adequate. Additional work beyond this estimated time may result in additional costs. In the event that these estimates appear to be insufficient, N+S will consult with JKURTZ, SO-IL, and CPL *before* any additional costs are incurred. Except as specifically noted, this Proposal and related budget do not include printing, fabrication, installation, deliveries, or extensive changes. These costs (if any) will be invoiced directly to the client based on approved budgets. N+S would like to receive 75 sample copies of printed materials that are produced. Additionally, we respectfully request that (subject to mutual agreement and aesthetic considerations) a credit appear at the end of the publications. The credit should read "Design: Nesnadny + Schwartz."

MLK Library Identity / Way-finding and Signage Design Package

N+S will work with the MLK Library team in supplying the above creative services itemized in the Essential Services section for the MLK Library Identity and Way-finding and Signage System, which includes all Consultation, Research, Design, Art Direction, Typesetting, Electronic Assembly, Production, Production Management, and Fabrication and Installation Supervision. Final deliverables include the MLK Library Identity and Way-finding and Signage System.

While costs pertaining to all internal expenses relating to these projects our included in our Proposal, our budget does *not* include costs for new photography, illustration, signage and exhibit materials, fabrication, construction, and installation. When final designs have been approved for these projects, updated Production Budgets can be assembled for approval by CPL.

Total Creative Services: \$64,500

Anisfield-Wolf Book Awards Exhibit Design Package

N+S will work with the MLK Library team in supplying the above creative services itemized in the Essential Services section for the Anisfield-Wolf Book Awards Exhibit, which includes all Consultation, Research, Design, Art Direction, Typesetting, Electronic Assembly, Production, Production Management, and Fabrication and Installation Supervision. Final deliverables include the Annisfield-Wolf Book Awards Exhibit Design.

While costs pertaining to all internal expenses relating to these projects our included in our Proposal, our budget does *not* include costs for new photography, illustration, exhibit materials, fabrication, construction, and installation. When final designs have been approved for these projects, updated Production Budgets can be assembled for approval by CPL.

Total Creative Services: \$44,500

Interactive Exhibit Exploration and Research

Included in this phase is the time required (up to 50 hours) for the exploration of interactive exhibit technology, solutions, and installation / location ideas for the projects listed above in the Enhanced Services section (not including the MLK Library Website). N+S will present the MLK Library team with interactive exhibit ideas for review and discussion. Upon approval of 3-5 conceptual directions, N+S will be available to work with the MLK Library team in assembling complete Design, Production, Construction, and Installation Budgets for the completion of these exhibits.

Total Research Services: \$10,175

MLK Library Business Papers, Collateral, Marketing Materials, and Identity Guidelines Design Package

N+S will work with the MLK Library team in supplying the above creative services itemized in the Optional Services section, which includes all Consultation, Research, Design, Art Direction, Typesetting, Electronic Assembly, Production, Production Management, and Printing Supervision. Final deliverables include 12–18 unique business papers or collateral and marketing materials, as well as a 12 page digital Identity Guidelines document. Our budget does not include costs for printing, new photography, or illustration.

Total Creative Services: \$26,750

MLK Library Website Design and Development

Total Creative Services: To be Determined Once the Site Size and Features Has Been Agreed Upon

All of us here at Nesnadny + Schwartz are looking forward to partnering with you and the MLK Library team. Please don't hesitate to contact me if you have any questions. Thanks again for this exciting opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Oznowich', written over a horizontal line.

Greg Oznowich, Creative Director

11 February 2019

Jonathan Kurtz
JKURTZ Architects
10803 Magnolia Drive
Cleveland, OH 44106
Phone: (330) 328-7347

RE: Acoustics Consulting Proposal
Cleveland Public Library, Martin Luther King Jr. Branch

Dear Jonathan:

We are excited to have the opportunity to collaborate again, especially on a building of such civic importance. The core principals driving the project of *visual connections; differentiate, while part of the whole; and shared, not separated* all speak to an importance of carefully balancing the interior acoustic environment of each program area so that it supports the nature of the activity inside, giving it identity, and allowing the activity to spill into the adjacent areas to speak to the connections and express a level of vibrancy, all without allowing for disruption of one area by another.

The variety of spaces demand a level of intentional acoustic differentiation. The teen and children's spaces clearly need to allow for a level of boisterousness that may or may not be appropriate to the mood of the temporary exhibit, which may call for a degree of variability in privacy, acoustic control, and ambiance depending on its nature. The expression of the volumes using stairs and curtain wall shaping may itself allow for developing a level of functional independence acoustically, even while the sightlines among these spaces may remain uninterrupted.

The opening through the mezzanine over the performance space offers an exciting opportunity to draw attention to activity in the central zone when desired and may require special attention to keep daily activity from unintentionally disrupting the quieter activity on the mezzanine. We look forward to exploring the options for aligning the acoustic behavior with the program goals for the facility in its entirety.

In order to efficiently provide the input required, we are proposing more intensive involvement early in the project, with lighter overview input later in design, remaining on call for questions when design direction pulls you away from principles established in the early phases. We have made the following adjustments to our typical scope of services to provide our services in a cost-effective manner:

- We will depend on the design team to alert us to issues requiring our attention after our mid-Design Development (DD) review. In our typical approach, we provide detailed document reviews throughout the project.
- Extensive model testing or auralization services utilized to confirm or compare alternative design approaches with an understanding of the acoustic impact have been excluded. These tools can be made available as additional services if design directions appear especially challenging acoustically, or if concerns are raised by the library representatives that require a more experiential level of interaction to arrive at a level of confidence in the design.
- One meeting per phase is included in design, with no more than three trips in Construction Administration / Commissioning.

- A construction kick-off, typically provided at the start of critical acoustically-related trades (MEP, drywall, etc.) to anticipate questions that frequently come into play, is not included, and may not be necessary.

An outline of our approach is offered on the following pages.

Scope of Services

Schematic Design -- Less than 3-month duration

- Visit the existing MLK branch or other sites selected by the library that illustrate spaces that work well or that perform badly to gain a level of first-hand experience regarding the acoustic goals for the new spaces within the reboot project.
- Visit the site for the project to assess the nature of the environmental noise present to inform design of the building façade. Take measurements of typical outdoor noise at the site.
- Participate in a design session with members of the design team, potentially including the architects, Mechanical, Electrical and Plumbing (MEP) engineers, structural engineers, and curtain wall consultants (if any), all at the architects' discretion.
- Establish volumetric and adjacency requirements consistent with acoustic objectives and provide conceptual recommendations regarding isolation strategies in key programmatic areas
- Develop an acoustic design report including narrative description of the acoustic criteria, and provide drawing markups indicating desired performance of sound isolating construction, background noise requirements, and preliminary selection of interior treatment performance requirements for walls, floors, and ceilings.
- Coordinate acoustic treatments and sound isolation approaches with the Audio/Video systems design provided by others.
- One multi-day trip to Cleveland is anticipated in this phase.

Design Development -- Three months or less in duration

- Review a single progress set of documents and/or building model to verify consistency with the Schematic Design recommendations for room acoustic, sound isolation, and noise control performance.
- Attend one meeting during this phase to advance any portion of the work that remains with coordination of acoustic design outstanding.
- Provide preliminary specification language (either partial or complete sections as required) for acoustic-specific products and construction techniques.

Construction Documents -- Four months or less in duration

- Review a single progress set of documents and/or building model to verify consistency with the Design Development recommendations for room acoustic, sound isolation, and noise control performance.
- Attend one meeting during this phase to advance any portion of the work that remains with coordination of acoustic design outstanding.
- Provide final specification language for acoustic-specific products and construction techniques.

Construction Administration

- Conduct on-site observations of the in-progress construction related to acoustics performance and meet with the Design Team and Contractors on site to review any construction issues that require coordination. Issue a Field Report for each site visit. A total of 3 site visits are anticipated in this phase of work.
- Review submittals and RFIs concerning acoustically relevant building components.

Fees

Our fee for the proposed scope of work will be \$40,000. Customary reimbursable expenses will be billed in addition to the fee at 110% of cost.

PHASE	FEE
Schematic Design	\$15,000
Design Development	\$10,000
Construction Documents	\$8,000
Construction Administration/Commissioning	\$7,000
TOTAL	\$40,000

Additional Services

Services beyond those identified in the Scope of Services may be added for additional fee at the following hourly rates:

Partners	\$250.
Principal Consultants	\$200.
Senior Consultants	\$175.
Consultants	\$125-150.
Technical Staff	\$100-125.

Appendix C
DESIGN STATUS AT COMMENCEMENT