

CLEVELAND PUBLIC LIBRARY

Special Board Meeting

March 29, 2016

**RESOLUTION APPROVING CHANGE ORDER #00016 TO PROVIDE
UPDATES TO WAYFINDING AND EXHIBITRY FOR LSW FIRST FLOOR**

WHEREAS, On June 25, 2015, the Board of Trustees of the Cleveland Public Library authorized the Library to enter into an agreement with the Albert M. Higley Co., LLC (“Higley”) for construction management services, and the Library executed the agreement on June 6, 2015 (the “Agreement”); and

WHEREAS, Pursuant to the Agreement, Higley prepared a Guaranteed Maximum Price (“GMP”) Proposal in the amount of **\$3,356,247.00** which this Board approved on November 19, 2015; and

WHEREAS, On December 15, 2015, this Board adopted a resolution authorizing the Library to enter into change orders with Higley up to \$50,000, but still requiring this Board’s approval for those change orders in excess of \$50,000, with a change order total not to exceed \$250,000; and

WHEREAS, As of March 22, 2016, the Library has approved \$30,993.25 for change order numbers 00001, 00002, 00003, 00004, 00007, 00008, 00009, 00011 and 0014, that were under \$50,000, increasing the GMP to \$3,387,240.25 and

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

WHEREAS, Bostwick Design Partnership, the Library’s architect for the Main Library Phase 2 project has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
A. M. Higley Co., LLC	#00016	\$136,429.31
This change order adds to the contract exhibitry, signage, and associated lighting which were not included in the initial scope of work.		
Total Net Increase		\$136,429.31

Now therefore be it

RESOLVED, That the above-listed change order is hereby approved with a net total increase of **\$136,429.31** to the contract with A.M. Higley Co., LLC, with a total contract amount of \$3,523,669.56.

TITLE: Design assist adds
PROJECT: CPL Phase 2
TO: Attn: Joyce M. Dodrill
 Cleveland Public Library
 325 Superior Ave.

DATE: 03/17/2016
JOB: 151759
CONTRACT NO: 1
COST CODE: MULTIPLE
CHANGE MGMT: 00028
SOURCE:

Phone: 216-623-2808

Item	Description	Net Amount
00001	Exhibits- Extra costs for Lewis Stokes and Welcome Center Signage- Extra cost for job	\$84,500.00
00002	Signage- Added cost for job signage	\$179.00
00003	Electric- Added cost for the 3 corner rooms on the 1st floor LSW	\$47,916.50
00004	Staff costs	\$260.00
00005	Subcontract Default	\$1,301.98
00006	Insurance	\$1,474.70
00007	CM Bond	\$797.13
Total:		\$136,429.31

The Original Contract Sum was		\$3,356,247.00
Net Change by Previously Approved Pending Change Orders	30,993.25	\$70,371.39
The Contract Sum Prior to This Change Order was	3,387,240.25	\$3,426,618.39
The Contract Sum Will be Increased		\$136,429.31
The New Contract Sum Including This Change Order	3,523,669.56	\$3,563,047.70
The Contract Time Will Not be Changed		
The Date of Substantial Completion as of this Change Order Therefore is		

ACCEPTED:

Cleveland Public Library

The Albert M. Higley Co.

By: _____
 Joyce M. Dodrill

By: 
 Josh Herman

By: 
 Rick Ostmyer

Date: _____

Date: 3/21/16

Date: 3/21/16



Communication Exhibits, Inc.
1119 Milan St.
Canal Fulton, OH 44614
www.ceilink.com

March 16, 2016

Mr. Josh Herman
Project Manager
The Albert M. Higley Co.
2926 Chester Ave.
Cleveland, OH 44114

Dear Josh:

Communication Exhibits, Inc. would like to thank you for the opportunity to present our proposal for the Cleveland Public Library Wayfinding and Signage System: and the exhibits in the Visitors Center "Welcome" area and "Louis Stokes Legacy" room.

Based on design documents provided by Karen Skunta & Company CEI is pleased to provide the following proposal. We are confident that based on the most recent documents, CEI can stay within the following proposed budget.

Phase 2 Scope of Interior Building signage for both Main and Louis Stokes Wing:

Building Directories: Three free-standing units will be built to house both the Louis Stokes and Main Building directories (A & B). Individual building directories for LSW stairwells (C) and LSW elevators (D) and Main elevators (E) will be made for easy updates.

A. Engineered and construct two 46"x84" illuminated directories	\$12,500.00
B. Engineered and construct one 46"x84" non-illuminated directories	\$5,900.00
C. Engineered and construct nine 22"x48" non-illuminated stair directories	\$16,500.00
D. Engineered and construct three 22"x48" non-illuminated elevator directories	\$5,400.00
E. Engineered and construct two 20"x31" non-illuminated elevator directories	\$3,800.00
Sub-Total Building Directories:	\$44,100.00

Destination Portal Signage:

Produce a total of ten -111" x 39" direct print graphics, dimensional copy and u-channel with Chemetal face to be utilized above entrances in the Cleveland Public Library (Main has 8 / LSW has 2)	\$32,875.00
Produce four -"Check Out" dimensional copy with Chemetal face with mounts (Main has 2 / LSW has 2)	\$12,000.00
Produce two signs in the Pathway To / From LSW and Main -direct print graphic and dimensional copy with Chemetal face (2 signs)	\$3,250.00

LSW:

Tech Central -direct print graphic, dimensional copy and u-channel with Chemetal face	\$4,895.00
Indoor Reading Garden - direct print graphic, outlined, dimensional copy, with two mullions	\$5,500.00
Produce four -94"x12" stairs and elevator dimensional copy with Chemetal face, with mounts for stairs and elevators	\$10,000.00
Visitors Center Signage -direct print graphic, dimensional copy with Chemetal face	\$4,000.00
Louis Stokes Legacy Room -direct print graphic and dimensional copy with Chemetal face	\$4,000.00

Main:

Produce two, vertical portal signs 40"x84" with direct print graphics, dimensional type (Special Collections and Ohio Center for the Book) \$2,300.00

John G. White Exhibit Hall -direct print graphic, dimensional copy and arched u-channel with Chemetal face \$3,200.00

Sub-Total Destination Portal Signage: \$82,020.00

Visitors Center "Welcome" Area:

This area contains six, free-standing exhibit walls with LED edgelit plexi panels at the top of each wall. The strategy is to power the six walls from one floor penetration and use connecting arms, from wall to wall, to hide the power.

All six walls will have laminate on three sides, with the faces of each wall containing full-size direct print graphics with dimensional headline type. On top of each face, there will be individual panels applied for ease of updating. Several of the walls have five panels each, and some have only up to three panels.

On the perimeter of the room, the existing four recessed areas will contain a full-size direct print interior graphic panel with side panels of laminated surface. In each recessed area, a series of direct print panels will be installed to present the Cleveland Public Library history.

CEI will assemble as much of these exhibits in our shop and deliver on-site for Agile Sign to install. \$70,000.00

Louis Stokes Legacy Room:

This room contains five perimeter walls that will each have exhibit panels fabricated with metallic and plastic laminates, direct print and applied graphic panels. Each wall will have dimensional headline type with Chemetal faces installed above the exhibit panels.

A custom showcase, based on the CPL request, will be fabricated to match the style of the units being produced for Brett Hall. Modifications to the supplied drawing by KSCO have value-engineered the unit to be more economical.

CEI will assemble as much of these exhibit in our shop and deliver on-site for Agile Sign to install. Installation is included in the cost. \$60,000.00

Sub-Total Phase 2 Exhibits: \$130,000.00

Project Coordination and Transportation (as needed):

\$8,800.00

Total Proposal Cost: \$264,920.00

Notes:

*Electrical work is not included, and will be done by others.

*The above quote does not include sign installation as installation will be done by Agile Sign.

*Tax is not included in the above quote and will be included on the final invoice if applicable.

Terms and Conditions:

CEI Services require a 50% down payment, along with our signed agreement. The balance will be billed upon completion of the project, net 30 days.

We authorize Communication Exhibits, Inc. to proceed with the above described project based on the proposal contained within. Any additional items will be quoted separately and approved prior to adding to the project.

Josh Herman Date
The Albert M. Higley Co.

Abbie Nicholson Date
Communication Exhibits, Inc.



35280 Lakeland Blvd Eastlake Ohio 44095
Date: March 15, 2016

To: Josh Herman Project Manager
The Albert M. Higley Co.

RE: Cleveland Public Library Signage

Agile Sign would like to thank you for the opportunity to present our proposal for the Cleveland Public Library Wayfinding and Signage System.

Based on design documents provided by Karen Skunta & Company, meetings with her and her team, both on site and in the office, we would like to propose the following:

Project management, installation and transportation (as needed) is based on the total project being coordinated and installed during regular hours (7:30 AM-3:30 PM) Agile Sign has included installation of the Communication Exhibits Inc. signage, which will be delivered to the site.

**PHASE 2 SCOPE OF INTERIOR BUILDING SIGNAGE FOR MAIN AND LOUIS STOKES WING
AND REFURBISHING OF LSW AND MAIN EXTERIOR SIGNAGE**

Building Directional Signs:

There are a total of 56 signs:

- 14 Large, Single-sided Floor Stand Signs — \$32,285.00
- 1 Large, Double-sided Floor Stand Sign — \$3,084.00
- 41 Wall-mounted Signs in three sizes, from 18" x 18 to 20" x 54". — \$20,395.00

The Standing floor signs will be manufactured with .080 aluminum. The bases will be 1/4" Aluminum powder coated, and the backing of the single sided signs will be powder coated. The smaller wall mounted signs may be manufactured from .060 aluminum.

Building Directional Signs Cost: \$ 55,764.00

Destination Portal Signage:

Produce material substrates to align with the dimensional copy and furnish to CEI for final assembly of finished signage. A total of 10 signs, as follows:

- Four suspended "Check Out" signs (2 in Main and 2 in LSW)
- Two Passageway signs announcing Main and LSW
- One Visitors Center sign and One Louis Stokes Legacy sign, both suspended in the LSW Foyer
- Produce two, vertical portal signs with structural frame and base (Special Collections and Ohio Center for the Book)

Destination Portal Signage Material Cost: \$ 11,506.00

Informational Signs:

There are a variety of Informational Sign types with different production processes. Following is a list of all signs with their respective quantities:

- Department Information Signs are located outside the entrances in the Main Building. There are 9 signs with Braille to be added.
- There are 14 Restroom Flag signs: 1 Handicap Elevator and 1 Book Return sign for a total of 16 signs.
- There are 3 Horizontal Directional Signs, all located in LSW.
- There are 15 applied vinyl graphics for the restroom doors and several doors in Main.
- Inside 9 of the departments, there are tabletop "Information" signs for a total of 9.
- Both front entrances to Main and LSW have two, regulatory decal signs for a total of 4 to be fabricated.

Informational Signage Cost: \$ 12,900.00

Exterior Building Banners:

KSCO has not received final specifications from CPL regarding existing hardware located on both LSW and Main. *Price does not include sign permits or acquisition costs as needed

The estimate provided does not include hardware, if it is needed, it will be added to the final cost.

- Two, 40' long x 41" wide vertical banners, fabricated for installation - \$3,570.00
- One, horizontal banner, 82' long x 4' wide, fabricated for installation - \$4,450.00

Exterior Banner Cost: \$ 8,020.00

Project Management, installation of both Agile Sign and CEI signage, and transportation.

(as needed):

\$ 25,552.00

Removal of Existing Signage:

Karen Skunta & Company showed Agile the basic type of signage that needed to be removed in LSW and Main.

KSO will be mark all the signage/areas with blue tape for ease of identifying the day before removal is scheduled.

The signage includes:

- Vinyl typography applied to all surfaces. We will do our best to clean off the "gas imprint" left during years of adhesion. We cannot guarantee a perfect surface.
- Wall-mounted signs in elevators, stairwells, and current signage that will be replaced with new signage. We are not patching, priming, painting any of the surfaces. CPL will need to determine the follow-up plan for the surfaces.
- There are several unique signs – including the two "Lending" wrought iron signs in Main that we will not remove as these are both fastened in the marble walls.
- CPL will need to coordinate cleaning the restroom doors prior to Agile applying the vinyl graphics.

Signage Removal Cost: \$ 4,400.00

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March 15, 2016
Public Library Wayfinding and Signage System

Refurbishing of LSW and Main Exterior Signage:

Main Building Entrance

The façade lettering and handicap symbols on the Main Building are weathered, deteriorated and broken. If removed, there will be holes remaining in the stone block that will not be easy to match with installing newly fabricated metallic letters. In discussion with KSCO, we are recommending two, brass panels (to be designed by KSCO), cast and installed where the current type is located.

Main Entrance including new handicap symbols cost: \$ 4,800.00

LSW Building Entrance

Also weathered after 19 years, we would remove all the individual letters, clean and reinstall on a newly painted back panel.

Louis Stokes Building Entrance Cost: \$ 3,250.00

Note that a sidewalk permit may need to be obtained and is not included in this cost.

LSW 2nd Floor Conference Room Signs and ADA Room Signage:

KSCO learned that the new "Learning Commons" area requires five hanging signs for a clear understanding of where there 5 conference rooms are located. Our estimate includes matching materials used in the CPL system. KSCO will supply final sign sizes, content layout and digital files for the vinyl type that will appear on all front surfaces. We will also match the hardware for suspending the signs in proximity to the entrances.

We also included 15 ADA room signs that will be fabricated and installed based on KSCO supplying content, room numbers, etc.

LSW 2nd Floor Conference Room Signs and ADA Signage cost: \$3,500.00

TOTAL COST: \$ 129,692.00

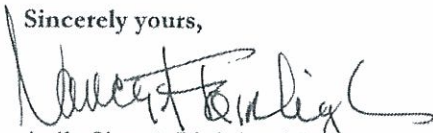
***Terms: 50 % Deposit/ Balance upon completion**

*This signed proposal acts as a security agreement and until the balance is paid in full, signs remain the property of Agile Signs & Lighting Maintenance, Inc.

*Note: This proposal, and upon acceptance, this Contract, is subject to the Terms and Conditions attached hereto as Exhibit A and made a part hereof.

We appreciate the opportunity to quote this project and thank you for considering Agile Sign & Lighting Maintenance. We look forward to working with you on this project.

Sincerely yours,

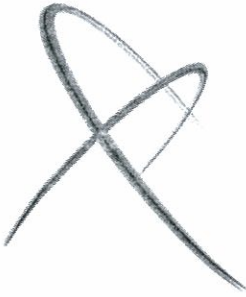

Agile Sign & Lighting Maintenance

Approved and accepted as proposed:

By: _____
The Albert M. Higley Co.

TERMS AND CONDITIONS

1. This proposal is made for specially constructed signage equipment and, when accepted (upon acceptance, this "Contract"), is not subject to cancellation. Agile Sign & Lighting Maintenance shall not be responsible for any errors, omissions or deficiencies in plans, designs, specifications or drawings furnished by Purchaser or for any defects or damages caused thereby. Any revisions to work in progress will be charged as necessary.
2. Purchaser shall be responsible for securing all necessary permits (governmental, building owner, etc.) which are required for the installation of the signage equipment. Purchaser assumes all liability (for personal injury, property damage or otherwise) caused by the sign or by reason of it being on or attached to the premises. Purchaser agrees to secure all necessary permission for use of all registered trademarks or copyrights and shall assume all liability for patent and trademark infringement. Furthermore, Purchaser agrees to defend, indemnify and hold Agile Sign & Lighting Maintenance harmless against any loss, cost, liability or expense resulting from infringement, asserted or actual, of patents, trademarks or copyrights, on items delivered hereunder.
3. All necessary electrical wiring, outlets and connections to the sign from the building meter and/or fuse panel will be properly fused and installed (in accordance with all applicable code regulations) at the expense of the Purchaser.
4. Installation prices quoted are subject to increase where sub-surface soil conditions affect foundations, or where unforeseen fascia impediments (i.e. steel structural beams), are encountered.
5. Purchaser hereby agrees to make arrangements for shipment of all items hereunder immediately upon completion. Any items not shipped or installed within thirty (30) days from completion will be invoiced in full at the designated unit price, which sum shall be due within ten (10) days thereafter. Furthermore, Purchaser agrees that any such items not shipped or installed within thirty (30) days from completion will be subject to a storage charge of one percent (1%) of the equipment price, per month, until shipped or installed.
6. Payment for items purchased under this Contract are due upon completion of the work performed. Purchaser hereby agrees to pay a late charge of one and one-half percent (1.5%), per month, on all invoices not paid within ten (10) days of submission thereof. Purchaser also agrees to pay all reasonable attorney fees and costs incurred by Agile Sign & Lighting Maintenance in connection with any overdue accounts.
7. All applicable taxes payable under the laws of the State into which property is to be delivered or installed as mentioned herein shall be added to the price quoted, unless such tax is paid directly by Purchaser.
8. Agile Sign & Lighting Maintenance will not be responsible for delays in shipments caused by delays created by suppliers or transportation services or by labor disputes or due to any other circumstances beyond its control.
9. Title to all materials and property covered by this Contract shall remain in Agile Sign & Lighting Maintenance and shall not be deemed to constitute a part of the realty to which it may be attached until the purchase price is paid in full. Agile Sign & Lighting Maintenance is given an express chattel mortgage lien upon said materials and property both erected and unerected notwithstanding the manner in which such personal property shall be annexed or attached to the realty. In the event of default by Purchaser, including, but not limited to, payment of any amounts due and payable, Agile Sign & Maintenance may at once (and without process of law) take possession of and remove, as and when it sees fit and wherever found, all materials used or intended for use in the construction of said equipment and any and all property called for in this Contract without being deemed guilty of trespass.
10. This Contract shall be governed in accordance with the laws of the State of Ohio (without regard to its choice of law provisions). Furthermore, the parties hereto agree that any dispute arising herefrom shall be venued in the State of Ohio, County of Lake.
11. The parties hereby agree that all provisions contained in the attached letter agreement between Purchaser and Agile Sign & Lighting Maintenance are integral parts of this Contract, and are incorporated herein, and there is no other agreement or understanding of any nature concerning same unless such other agreement or understanding is specifically incorporated herein by reference. THE END



PROPOSAL: [1537]-01

3-7-16

LEGACY ELECTRIC, LLC.

COMMERCIAL * INDUSTRIAL * INSTITUTIONAL * COMMUNICATION

TO: A.M. Higley
2926 Chester Ave.
Cleveland OH 44114

FROM: Legacy Electric, LLC

ATTN: Josh Herman

RE: Proposal Request 007 (Corner Rooms)

We are pleased to provide pricing regarding

QTY	DESCRIPTION	UNIT COST	MATERIAL COST	UNIT LABOR(hrs)	TOTAL LABOR
1	Lot Price (Times Square Fixtures - LDI) Types Q,R,S,T & U	\$ 37,500.00	\$ 37,500.00	100.25	100.25
9	Type V Fixture	\$ 221.91	\$ 1,997.19	2	18
6	Type W Fixture	\$ 514.76	\$ 3,088.56	2	12
1	Switch	\$ 35.00	\$ 35.00	1.5	1.5
1	Dimmer Switch	\$ 75.00	\$ 75.00	2	2
16	J-Box 120V 1P	\$ 45.00	\$ 720.00	2	32
1	Duplex Receptacles	\$ 35.00	\$ 35.00	1.5	1.5
1	Double Duplex Receptacle	\$ 55.00	\$ 55.00	2	2
1	Data Drop	\$ 500.00	\$ 500.00	2	2
-4	Remove Floorboxes from Room 102	\$ 475.00	\$ (1,900.00)	4	-16
			\$ -		0
			\$ -		0
			\$ -		0
			\$ -		0
			\$ -		0
			\$ -		0
			\$ -		0

TOTAL: \$ 42,105.75 TOTAL: 155.25

*** Labor Hours/Price reflect a "single" install/configuration per updated drawing E201.B***

TOTAL MATERIAL: \$ 42,105.75
 TAX: \$ -
 TOTAL LABOR: \$ 11,333.25
 SUBCOST: \$ 53,439.00
 OVERHEAD: \$ 2,671.95
 \$ 56,110.95
 PROFIT: \$ 2,805.55
 SUBTOTAL: \$ 58,916.50
 SUBCONTRACTOR COST: \$ -
 MARK-UP: \$ -
 TOTAL: \$ 58,916.50

Jon Dombroski
 Jon Dombroski
 ESTIMATOR/PROJECT MANAGER