

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**  
May 15, 2012

**RESOLUTION AUTHORIZING CHANGE ORDER #001**  
**TECH CENTRAL – PHASE I (US COMMUNICATIONS)**

WHEREAS, On November 17, 2011, the Board of the Library Trustees awarded the combined general, furniture, electrical, mechanical, plumbing contracts to Sterling Professional Group and technology to US Communications and Electrical, Inc.; 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 has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

<u>Contractor</u>	<u>Change</u>	<u>Amount</u>	<u>Description</u>
US Communications	CO-001	\$745.00	Re-locate existing boxes, add one box on the north side for the printer and add power outlets in the north laptop counter.

now therefore be it

RESOLVED, That the change order above be approved with the \$745.00 increase being charged to the Building and Repair Fund: Account No. 40190105-55300-10901.

**CLEVELAND PUBLIC LIBRARY  
OFFICE OF PROPERTY MANAGEMENT**

**To:** Carrie Krenicky  
**From:** Myron Scruggs  
**Subject:** Change Order #001 (US Communications and Electric Inc.)  
**Date:** May 6, 2012

**Change Order # 001**

This change order is needed to re-locate existing boxes in the raised floor on the north side, to add an electrical box in the raised floor for the printer and additional power outlets in the north laptop counter. The cost of this will be \$745.00.



# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address): CPL Main Branch Consolidation	<b>CHANGE ORDER NUMBER:</b> 001 <b>DATE:</b> 24 April 2012	<b>OWNER:</b> <input type="checkbox"/> <b>ARCHITECT:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): US Communications and Electric Inc. 4933 NEO Parkway Garfield Heights, Ohio 44128	<b>ARCHITECT'S PROJECT NUMBER:</b> 11001 <b>CONTRACT DATE:</b> 19 December 2011 <b>CONTRACT FOR:</b> Technology	<b>CONTRACTOR:</b> <input type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)  
Provide additional network drop per Proposal Request 004 dated April 10, 2012, copy attached. Contractor proposal dated April 12, 2012 is attached.

The original Contract Sum was	\$ 55,883.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 55,883.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 745.00
The new Contract Sum including this Change Order will be	\$ 56,628.00

The Contract Time will be increased by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is 1 May 2012.

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

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

<u>Bostwick Design Partnership</u> <b>ARCHITECT</b> (Firm name)	<u>US Communications and Electric Inc.</u> <b>CONTRACTOR</b> (Firm name)	<u>Cleveland Public Library</u> <b>OWNER</b> (Firm name)
<u>2729 Prospect Avenue</u> <u>Cleveland, Ohio 44115</u> <b>ADDRESS</b>	<u>4933 NEO Parkway</u> <u>Garfield Heights, Ohio 44128</u> <b>ADDRESS</b>	<u>325 Superior Avenue</u> <u>Cleveland, Ohio 44114</u> <b>ADDRESS</b>
 <b>BY</b> (Signature)	 <b>BY</b> (Signature)	 <b>BY</b> (Signature)
<u>Richard L. Ortmeier</u> (Typed name)	<u>Patricia Connole</u> (Typed name)	<u>Myron Scruggs</u> (Typed name)
<u>4/25/12</u> <b>DATE</b>	 <b>DATE</b>	 <b>DATE</b>



## PROPOSAL REQUEST 004

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DATE: April 10, 2012  
TO: Sterling Professional Group

CLIENT NAME: Cleveland Public Library  
PROJECT NAME: Main Library Consolidation  
Project; Phase 1 Tech  
Central

ISSUED BY: Bryan Wahl  
RETURN BY: April 16, 2012

BDP PROJECT NUMBER: 11001  
CLIENT'S NUMBER:

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Contractor shall submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Contractor shall submit this proposal within the time period indicated above or notify the Owner and Architect, in writing, of the date on which proposal submission shall be submitted. Contractor shall follow procedures for modifications as described in the Project Manual.

This Request for Proposal is not a Change Order, a Construction Change Directive, or a direction to proceed with the work described in the proposed modifications.

### DESCRIPTION:

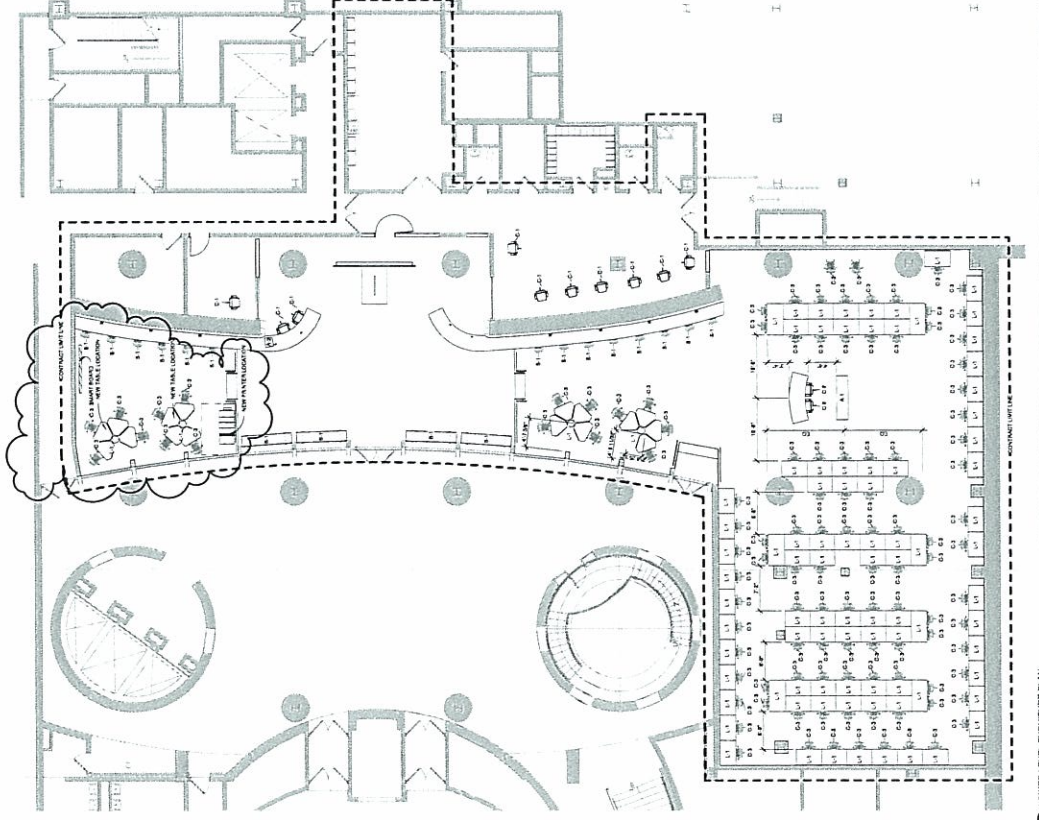
1. Re-Locating existing boxes in the raised floor on the north side
2. Additional electrical box in the raised floor on the north side for the printer.
  - a. Power and Data need to be provided
3. Additional power outlets in the north laptop counter.

### ATTACHMENTS:

A10.00

**END OF PROPOSAL REQUEST**





**Bostwick Design Partnership**  
10520 WARD AVENUE  
CLEVELAND, OHIO 44130  
440.233.9323  
BOSTWICKDESIGN.COM

**CLEVELAND PUBLIC LIBRARY**  
MAIN BRANCH  
CONSOLIDATED  
PROJECTS: PHA  
TECH CENTER  
RESEARCH CENTER  
PROFESSOR ROBERT M. ...

LOWER LEVEL FURNITURE PLAN

SHEET NO. A10



Phone (216) 478-0810

[mmusbach@uscande.com](mailto:mmusbach@uscande.com)

Fax (216) 478-0829

April 12, 2012

US Communications and Electric, Inc.

Cleveland Public Library  
326 Superior Ave.  
Cleveland, OH 44114  
Attention: Myron Scruggs

Subject: Additional Network Drop

Dear Mr. Scruggs

US Communications and Electric, Inc is pleased to provide you with the following quote for work being performed at Cleveland Public Library, Tech Central Phase 1

**Scope of Work**

1. Add 1 additional quad network drop for the new location of the printer. All work will be performed on 1<sup>st</sup> shift during normal business hours.

Total Cost: \$745.00

Regards;

Matt Musbach  
Project Manager  
US Communications and Electric, Inc.  
Garfield Heights, Ohio 44128  
e-mail [mmusbach@uscande.com](mailto:mmusbach@uscande.com)

**This quote Expires in 45 Days. No retainage on quotes under \$10,000.00. Retainage on quotes over \$10,000.00 will not be more than the specified amount in the Original Bid Documents. US Communications can't accept a credit card as payment or partial payment for quotes over \$999.00 Invoices to be sent upon Completion with a Net of 45 Days. If a Project extends beyond a Calendar month, an Invoice will be sent monthly for the labor and material expended during that month with a Net 30 Days except for AIA Projects where the Net will be within seven days of being paid. All labor and material is warranted for a period of one year from date of completion unless a Manufacturer's Warranty is issued for a longer specified period of time. US Communications will not be able to accept a new Purchase Order if the existing account isn't current. If Tax exempt, please provide Tax Exempt Certificate or Contractor's Exemption Certificate with Purchase Order.**

4/12/2012

US COMMUNICATIONS  
CPL  
Additional Network Drop

**LABOR**

Base Labor Hours	6
Foreman Hours	
Project Management Hours	
Estimating Hours	
Drawing Hours	
Engineering Hours	
Sub Total	6

**PAYROLL TAXES**

F.I.C.A. Social Security	6.20%
F.I.C.A. Medicare	1.45%
State U/COMP	8.30%
Federal U/COMP	0.80%

**INSURANCE**

Workers Compensation	5.30%
Pubic Liability	3.20%

**WELFARE**

Apprenticeship	3.20%
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**FRINGES**

Health and Welfare	\$6.50
Pension	\$4.06
Paid Vacation, Sick, & Holidays	\$2.50
Safety Training	\$0.60
Technical Training	\$0.35
JATC/LMC	\$0.60
TOTAL LABOR	

**SUMMARY**

Labor	\$272.57
Rental Equipment (As Listed)	\$0.00
Subcontractors (As Listed)	\$0.00
Material (As Listed)	\$402.90
Job Expenses (As Listed)	\$7.00
Material (Total Cost)	\$409.90
Sub Total	\$682.47
Overhead 10% (Labor)	\$27.26
Profit 5% (Material)	\$20.50
Subcontractor 5%	\$0.00
Premium for Labor Overtime	
Sub Total	
Total	\$730.22
Bond 2%	\$744.82

**MATERIAL**

Cat 6 Plenum	\$382.50
Jacks	\$20.40
Mat.	\$0.00
Mat.	\$0.00
Mat.	\$0.00
Mat.	\$0.00
Mat.	\$0.00
Mat.	\$0.00
Mat.	\$0.00
Sub Total	\$402.90
Sales Tax	
Total Material	\$402.90

**RENTAL EQUIPMENT**

Eq	\$0.00
Eq	\$0.00
Eq	\$0.00
Eq	\$0.00
Eq	\$0.00
Eq	\$0.00
Total Equipment	\$0.00

**Subcontractor**

Sub	\$0.00
Sub	\$0.00
Sub	\$0.00
Sub	\$0.00
Sub	\$0.00
Total Subcontractors	\$0.00

**DIRECT JOB EXPENSE**

Miscellaneous Material	\$7.00
Truck Trips	\$0.00
Test Equipment	\$0.00
Cellular Telephones	\$0.00
Pgers	\$0.00
Total Job Expense	\$7.00

**Material Quantities**

Total Bulliten Amount

\$745