

CLEVELAND PUBLIC LIBRARY

Finance Committee

September 16, 2014

**RESOLUTION AUTHORIZING CHANGE ORDERS # 001, #002, and #003 FOR
THE CLEVELAND DIGITAL PUBLIC LIBRARY PROJECT**

WHEREAS, On June 19, 2014 the Board of Library Trustees awarded the contract for the Digital Hub Project, now known as the Cleveland Digital Public Library Project, to R.L. Hill Management, Inc. as the general contractor in the amount of \$606,000.00; 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 on this project, has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
R.L. Hill Management	#001	(\$ 1,028.50)
This change order provides a credit for installing aluminum handrails at a lower cost instead of stainless steel handrails.		
R.L. Hill Management	#002	\$4,620.00
This change order is needed to add filters and fans to existing preservation equipment eliminating potential odors from equipment operations and exhausts		
R.L. Hill Management	#003	\$9,530.40
This change order is needed to add a sprinkler head into the new office in the North/Special Collections workroom in order to comply with building code requirements.		
Total Net Increase		\$13,121.90

Now therefore be it

RESOLVED, That the above listed change orders are hereby approved with a net total increase of \$13,121.90 to the contract with R.L Hill Management Group, with a total contract amount of \$619,121.90, which shall be charged to the Building & Repair Fund Account 40190105-55300-10419.



MEMORANDUM

DATE: 10 September 2014
TO: Carrie Krenicky, CPL
FROM: Bryan Wahl, BDP
COPY TO: Joyce Dodrill, CPL
John Skrtic, CPL
Rick Ortmeier, BDP
Anna Acklin, BDP

CLIENT: Cleveland Public Library
PROJECT NAME: Digital Hub
BDP PROJECT NUMBER: 13099
CLIENT'S NUMBER:

Background: The following summaries describe the three outstanding change orders for the Digital Hub project to be reviewed and approved by the board.

Attachments: Change Orders 1-3

CO 001: This change order is a credit towards the project for \$1,028.50 as a result of changing the handrails in the project that were originally designed as stainless steel handrails for aluminum rails at a lesser cost.

CO 002: Change Order 002 is an additional cost of \$4,620.00 subsequent of the owner's request for adding filters and fans to existing preservation equipment after the project had already been bid. Doing so eliminates potential odors from equipment operations and exhausts.

CO 003: Change Order 003 addresses the code requirement of maintaining a fully sprinkled floor by adding a sprinkler head into the new, and entirely enclosed, office in the North/Special Collections workroom. The labor and materials pertaining to this new installation and modification of the existing system is totaled at \$9,530.40

END OF MEMORANDUM



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Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 001	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch	DATE: 4 September 2014	ARCHITECT: <input type="checkbox"/>
Consolidation Phase 3: Digital Hub		CONTRACTOR: <input type="checkbox"/>
Cleveland Public Library Main Library		FIELD: <input type="checkbox"/>
325 Superior Avenue		OTHER: <input type="checkbox"/>
Cleveland, Ohio 44114		
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 13099	
R.L. Hill Management, Inc.	CONTRACT DATE: 30 July 2014	
31875 Aurora Road	CONTRACT FOR: General Construction	
Solon, Ohio 44139		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Change stainless steel railing to aluminum railing at transitions between new raised flooring system and existing flooring as discussed in review meeting on 01 July 2014. Cost per Contractor's proposal revised dated 3 September 2014, copy attached.

The original Contract Sum was	\$ 606,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 606,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 1,028.50
The new Contract Sum including this Change Order will be	\$ 604,971.50

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014

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, Inc.</u>	<u>R.L. Hill Management, Inc.</u>	<u>Cleveland Public Library</u>
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
2729 Prospect Avenue, Cleveland, Ohio 44115	31875 Aurora Road, Solon, Ohio 44139	325 Superior Avenue, Cleveland, Ohio 44114
ADDRESS	ADDRESS	ADDRESS
<hr/>	<hr/>	<hr/>
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
<u>Richard L. Ortmeyer, AIA</u>	<u>Raphael Hill</u>	<u>Myron Scruggs</u>
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
<hr/>	<hr/>	<hr/>
DATE	DATE	DATE

C.O. 001



~~CHANGE ORDER~~
PROPOSAL

R.L. HILL MANAGEMENT, INC.
31875 AURORA ROAD
SOLON, OHIO 44139
PHONE: 440.439.0490
FAX: 440.498-9301 NEW #

PROJECT: Cleveland Public Library - Digital Hub ~~CHANGE ORDER:~~ #003
325 Superior Ave DATE: ~~8/28/2014~~ 9/3/2014 REV
Cleveland Ohio 44114 CONTRACT DATE: 7/30/2014
TO: Board of Trustees
Cleveland Public Library

The contract is changed as follows:

REFERENCE #	COST	DESCRIPTION
05 73 00	\$ (935.00)	Credit for utilizing aluminum railing vs. stainless steel
	\$ (935.00)	Sub Total
	\$ (93.50)	GC Fee
	\$ (1,028.50)	Total

The original Contract Sum was \$606,000.00

The Contract Sum prior to this Chage Order was \$606,000.00

The Contract Sum will be increased by this Change Order in the amount of -\$1,028.50

The New Contract Sum including this Change Order will be \$604,971.50

Accepted By:

R.L. HILL MANAGEMENT INC.
Contractor
8/1/2014
Date

Bostwick Design Partnership
Architect

Date

Board of Trustees CPL
Client

Date



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Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 002	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch	DATE: 4 September 2014	ARCHITECT: <input type="checkbox"/>
Consolidation Phase 3: Digital Hub		CONTRACTOR: <input type="checkbox"/>
Cleveland Public Library Main Library		FIELD: <input type="checkbox"/>
325 Superior Avenue		OTHER: <input type="checkbox"/>
Cleveland, Ohio 44114		
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 13099	
	CONTRACT DATE: 30 July 2014	
	CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Add filter housing and change fans per ASI 001 and Contractor's proposal revised dated 3 September 2014, copies attached.

The original Contract Sum was	\$	606,000.00
The net change by previously authorized Change Orders	\$	-1,028.50
The Contract Sum prior to this Change Order was	\$	604,971.50
The Contract Sum will be increased by this Change Order in the amount of	\$	4,620.00
The new Contract Sum including this Change Order will be	\$	609,591.50

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014

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, Inc.</u>	<u>R.L. Hill Management, Inc.</u>	<u>Cleveland Public Library</u>
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
2729 Prospect Avenue, Cleveland, Ohio 44115	31875 Aurora Road, Solon, Ohio 44139	325 Superior Avenue, Cleveland, Ohio 44114
ADDRESS	ADDRESS	ADDRESS
<u>Richard L. Ortmeyer, AIA</u>	<u>Raphael Hill</u>	<u>Myron Scruggs</u>
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
DATE	DATE	DATE

C.O. 002



~~CHANGE ORDER~~
PROPOSAL

R.L. HILL MANAGEMENT, INC.
31875 AURORA ROAD
SOLON, OHIO 44139
PHONE: 440.439.0490
FAX: 440.498-9301 NEW #

PROJECT:	Cleveland Public Library - Digital Hub	CHANGE ORDER:	#006
	325 Superior Ave	DATE:	8/28/2014 9/3/2014 REV
	Cleveland Ohio 44114	CONTRACT DATE:	7/30/2014
TO:	Board of Trustees		
	Cleveland Public Library		

The contract is changed as follows:

REFERENCE #	COST	DESCRIPTION
HVAC	\$ 2,600.00	Labor & material for adding of filter housing and changing fans per ASI 001.
26 00 10	\$ 1,600.00	Pilot lights as required for exhaust fans
	\$ 4,200.00	Sub Total
	\$ 420.00	GC Fee
	\$ 4,620.00	Total

The original Contract Sum was \$606,000.00

The Contract Sum prior to this Chage Order was ~~\$606,000.00~~

The Contract Sum will be increased by this Change Order in the amount of \$4,620.00

The New Contract Sum including this Change Order will be ~~\$610,620.00~~
Accepted By:

R.L. HILL MANAGEMENT INC.
Contractor
8/1/2014
Date

Bostwick Design Partnership
Architect
Date

Board of Trustees CPL
Client
Date

FOUR STAR ELECTRIC, CORP.

Proposal

3200 GREENWICH ROAD #39

NORTON, OHIO 44203

PHONE 330-825-7111

FAX 330-825-7119

fourstarelectric@sbcglobal.net

OH LIC. # 23589

SUBMITTED TO
R. L. Hill Management

PHONE
440.439.0409
Fax
440.439.5522

STREET
633 Broadway Ave.

CITY, STATE, AND ZIP CODE
Bedford, Ohio 44146

JOB NAME
Cleveland Public Library Digital Hub
Addendum AS1 001 dated 8/12/14

JOB LOCATION
325 Superior Ave. Cleveland, Ohio 44114

ATTENTION:
Phil Ozan

DESCRIPTION OF WORK INCLUDED:
Install pilot light switches at hood locations to exhaust fans on sixth floor.

DESCRIPTION OF WORK NOT INCLUDED:

FOUR STAR ELECTRIC, CORP. PROPOSES TO FURNISH MATERIAL AND LABOR FOR THE ABOVE DESCRIBED WORK FOR THE SUM OF:

Labor.....	\$1,200.00
Material	400.00
Total.....	\$1,600.00

GENERAL CONDITIONS

1. The contractor shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
2. Equipment and materials supplied by the contractor are warranted only to the extent that the same are warranted by the manufacturer.
3. The contractor shall not be liable for indirect loss or damage.
4. Unless included in this proposal, all bonding and/or special insurance requirements are supplied at additional cost.
5. Anything (verbal or written) expressed or implied elsewhere, which is contrary to these conditions shall be null and void.

Any alteration or deviation from the above description involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. Owner to carry fire and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. All agreements contingent upon strikes, accidents or delays beyond our control.

THIS PROPOSAL MAY BE WITHDRAWN BY FOUR STAR ELECTRIC, CORP. IF NOT ACCEPTED WITHIN 30 DAYS. THIS PROPOSAL IS BASED ON CURRENT MATERIAL PRICES ON THE DATE OF PROPOSAL. DUE TO THE DAILY INCREASE IN COPPER, STEEL, ZINC, ETC., FOUR STAR ELECTRIC, CORP. CAN ONLY GUARANTEE MATERIAL PRICES FOR 30 DAYS FROM DATE ON PROPOSAL. UPDATED MATERIAL PRICES MAY BE OBTAINED FROM OUR OFFICE AT THE ABOVE PHONE NUMBER.

PAYMENT TO BE MADE AS FOLLOWS:
MONTHLY PERCENTAGE OF COMPLETION

Thank you for the opportunity to quote this project. Should you have any questions, please feel free to call.

Sincerely, **Jim Livers**

ACCEPTANCE OF PROPOSAL

The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.



Philip Ozan <phil@rhillmgmt.com>

Digital hub

1 message

Jason Baker <jason@ratkoskymechnical.com>

Thu, Aug 21, 2014 at 10:30 AM

To: Philip Ozan <phil@rhillmgmt.com>

The add for the filter housing and changing the fans is going to be \$2600. The fan had to be changed to a different model number to accommodate the pressure drop from the filters. The updated fan submittal will be yours shortly, the supplier is just finishing it up.

Sent from my iPhone



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Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 003	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch	DATE: 9 September 2014	ARCHITECT: <input type="checkbox"/>
Consolidation Phase 3: Digital Hub		CONTRACTOR: <input type="checkbox"/>
Cleveland Public Library Main Library		FIELD: <input type="checkbox"/>
325 Superior Avenue		OTHER: <input type="checkbox"/>
Cleveland, Ohio 44114		
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 13099	
	CONTRACT DATE: 30 July 2014	
	CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Add sprinkler head in Office 306 as discussed in review meeting of 01 July 2014 and per Contractor's proposal revised dated 3 September 2014, copy attached.

The original Contract Sum was	\$	606,000.00
The net change by previously authorized Change Orders	\$	3,591.50
The Contract Sum prior to this Change Order was	\$	609,591.50
The Contract Sum will be increased by this Change Order in the amount of	\$	9,530.40
The new Contract Sum including this Change Order will be	\$	619,121.90

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is 5 November 2014.

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, Inc.</u>	<u>R.L. Hill Management, Inc.</u>	<u>Cleveland Public Library</u>
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
2729 Prospect Avenue, Cleveland, Ohio	31875 Aurora Road, Solon, Ohio 44139	325 Superior Avenue, Cleveland, Ohio
44115		44114
ADDRESS	ADDRESS	ADDRESS
<hr/>	<hr/>	<hr/>
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
<u>Richard L. Ortmeyer, AIA</u>	<u>Raphael Hill</u>	<u>Myron Scruggs</u>
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
<hr/>	<hr/>	<hr/>
DATE	DATE	DATE

C.O. 003



~~CHANGE ORDER~~
PROPOSAL

R.L. HILL MANAGEMENT, INC.
31875 AURORA ROAD
SOLON, OHIO 44139
PHONE: 440.439.0490
FAX: 440.498-9301 NEW #

PROJECT:	Cleveland Public Library - Digital Hub	CHANGE ORDER:	#005
	325 Superior Ave	DATE:	8/22/2014 9/3/2014 REV
	Cleveland Ohio 44114	CONTRACT DATE:	7/30/2014
TO:	Board of Trustees		
	Cleveland Public Library		

The contract is changed as follows:

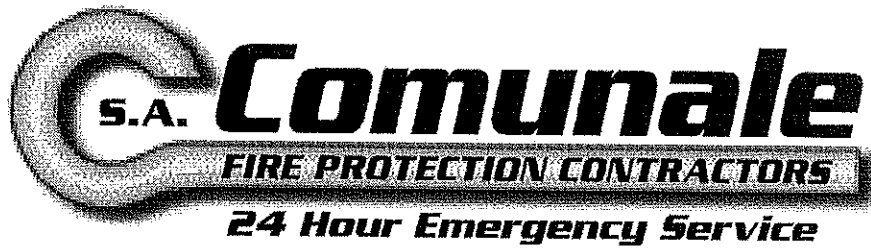
REFERENCE #	COST	DESCRIPTION
09 29 00	\$ 1,800.00	Labor & material for repairs due to installation of sprinkler piping
	\$ 6,864.00	Sprinkler installation (modification of existing systems)
	\$ 8,664.00	Sub Total
	\$ 866.40	GC Fee
	\$ 9,530.40	Total

The original Contract Sum was	\$606,000.00
Net change by previously authorized Change Orders	81,115.80
The Contract Sum prior to this Chage Order was	\$614,115.80
The Contract Sum will be increased by this Change Order in the amount of	\$9,530.40
The New Contract Sum including this Change Order will be	\$623,646.20
Accepted By:	

R.L. HILL MANAGEMENT INC.
Contractor
8/1/2014
Date

Bostwick Design Partnership
Architect
Date

Board of Trustees CPL
Client
Date



135 Alpha Park Drive
Highland Heights, Ohio 44143

R.L. Hill Management, Inc.
633 Broadway Ave.
Bedford, OH 44146
Tel (440) 439-0490
<mailto:phil@rlhillmgmt.com>

ATTN: Phil Ozan

RE: Cleveland Public Library-Digital Hub

The S.A. Comunale Fire Protection Company is pleased to provide a quote for the following scope of work:

We propose to tie into the existing overhead sprinkler branch lines & provide sprinkler protection within the office #306 and the (Special Collections) entryway. An Additional sprinkler head will need reworked to the perimeter of office #306 as well. The existing overhead system shall be utilized & concealing of exposed piping supplying not in scope of work. All work will conform to NFPA-13 standards.

Pricing includes engineering, permit, material, labor and test for a total cost of **Six Thousand Eight Hundred and Sixty Four Dollars = \$6,864.00.**

Clarifications:

- Piping will be concealed with in the stud space supplying the Special Collections entryway.
- No electrical wiring of tamper or flow switch is included.
- No painting of pipe.
- No patching or painting of drywall.
- No raising or lowering of existing Supply mains.
- No shutdown fees included (if applicable).
- All work to take place during normal working hours of 7am-3pm.

Thank you for the opportunity to be of service. Should you have any questions or require any additional information, please feel free to contact me at 440-684-9325.

Sincerely,

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

Zane Robey
S.A. Comunale Company, Inc.
(440) 684-9325