

CLEVELAND PUBLIC LIBRARY

Finance Committee

September 16, 2014

**RESOLUTION AUTHORIZING SIXTH AMENDMENT TO A CONTRACT WITH
STRATEGY DESIGN PARTNERS LLC**

WHEREAS, In January of 2011, the Board of Trustees of the Cleveland Public Library entered into an agreement with Strategy Design Partners, LLC (“Agreement”) for the purpose of providing marketing and communications services and to supplement the Library’s Marketing and Communications Office; and

WHEREAS, Two amendments to the Agreement were approved by this Board in 2012 at the cost of \$4,000 per month through June 30, 2013. On June 20, 2013, this Board approved a third amendment to the Agreement to extend the term through December 31, 2013 at the cost of \$8,000 per month; and on December 19, 2013 this Board approved a fourth amendment to the Agreement for an additional six (6) month period commencing January 1, 2014, through June 30, 2014 at the cost of \$4,000 per month; and on June 19, 2014, this Board approved a fifth (5th) amendment to the Agreement extending the term from July 1, 2014 through December 31, 2014 at the cost of \$4,000 per month plus crisis management services at the rate of \$150.00 per hour in an amount not-to-exceed \$10,000; and

WHEREAS, Strategy Design Partners, LLC (“SDP”) performed 6.95 hours of crisis management services during the month of June 2014, prior to the commencement of the July 1, 2014 contract extension, and the Director is requesting the authority to pay SDP for these services; now therefore be it

RESOLVED, That the Executive Director, CEO or his designee, is authorized to enter into a Sixth Amendment to the Agreement with Strategy Design Partners, LLC to pay for 6.95 hours of crisis management services rendered during June of 2014 in the amount of \$1,042.50. The expenditures shall be charged to the General fund account 11610053-53710 (Professional Services), and such Sixth Amendment shall be subject to review and approval of the Chief Legal Officer.

STRATEGY

DESIGNPARTNERS

Federal Tax # 26-2441532

August 15, 2014 (detailed version of invoice originally sent July 11, 2014)

Cathy Poilpre
 Marketing & Communications Department
 Cleveland Public Library
 325 Superior Ave NE
 Cleveland, OH 44114

INVOICE FOR: Crisis communications – 6.95 hours @ \$150 . See below for details.
Total Due: **\$1,042.50**

Date	Description of Hours and Work Performed	David Fitz	Michael Graham	Total Amount
6/20/14	Review Cleveland Leader story on CPL-union negotiations	0.25	0.25	\$75.00
6/20/14	Email to Felton Thomas about Cleveland Leader story	0.1		\$15.00
6/20/14	Call with Felton Thomas re: Leader story	0.2		\$30.00
6/20/14	Emails to Cindy Lombardo: Leader story		0.1	\$15.00
6/20/14	Phone call with Cindy Lombardo re: status of negotiation process	0.75	0.75	\$225.00
6/21/14	Review original and update FAQs and talking points on union negotiations		2	\$300.00
6/23/14	Review/ edit talking points and FAQ	0.2		\$30.00
6/23/14	Review edits to talking points and FAQs		0.25	\$37.50
6/23/14	Email updated talking points and FAQs to CPL management		0.1	\$15.00
6/24/14	Meeting with Felton Thomas, Cathy Poilpre, Joyce Dodrill, Cindy Lombardo	1		\$150.00
6/24/14	Update talking points and FAQ docs, email to Cindy Lombardo	0.5		\$75.00
6/26/14	Update documents, email to CPL management group	0.5		\$75.00
TOTAL	6.95 Hours			\$1,042.50

3500 Lorain Ave., Ste. 302, Cleveland, OH 44113