

CLEVELAND PUBLIC LIBRARY

Board Meeting

February 19, 2015

**RESOLUTION TO AMEND DESIGN SERVICES AGREEMENT WITH BOSTWICK
DESIGN PARTNERSHIP TO BEGIN DESIGN FOR PHASE 2 OF THE MAIN LIBRARY
CONSOLIDATION PROJECT**

WHEREAS, On November 20, 2014, the Board of Trustees of the Cleveland Public Library adopted a Resolution authorizing the Library to enter into an amendment to the agreement (“Agreement”) with Bostwick Design Partners (“Bostwick”), to provide pre-design services for the redefined Phase 2 of the Main Library Consolidation Project, a project consisting of redesigning the first floor of the Main building and Brett Hall, and the first and second floors of the Louis Stokes Wing; and

WHEREAS, Bostwick has completed pre-design services and presented options to this Board for its consideration at the February 17, 2015 work session. This Board has determined the scope of work for Phase 2; and

WHEREAS, Bostwick needs additional time to put together a complete proposal for the Phase 2 design services and anticipates that it will be ready to present its proposal to the Board at its regular March meeting. This Board would like Bostwick to move ahead before the March Board meeting and begin schematic design in order to keep the project on track to be completed in time for the 2016 Republican National Convention; and

WHEREAS, Bostwick has submitted a proposal dated February 17, 2015 for the commencement of schematic design services that will cover services rendered until such time as a complete proposal for architectural services for Phase 2 is prepared and approved by the Board in March. Bostwick has proposed charging \$33,750.00 for schematic design services, \$1,000 for reimbursables, and \$15,000 for the completion of a campus-wide wayfinding site audit. These charges have been calculated based upon a fee of 9% of an estimated \$3,000,000 total project cost, and shall be rolled into and included in the total amount of architectural fees to be presented to the Board at the March meeting. A copy of that proposal is attached to this Resolution; now therefore be it

EXHIBIT 7

RESOLVED, That the Board of Library Trustees authorizes the Board President to enter into an amendment to the Agreement with Bostwick Design Partners for the commencement of schematic design services from the end of February through the March Board meeting, in the amount of \$33,750.00 for architectural services, \$1,000 for reimbursables, and \$15,000 for wayfinding site survey services for a total amount not-to-exceed Forty-Nine Thousand Seven Hundred and Fifty Dollars (\$49,750.00). Expenditures shall be charged to Building & Repair Fund Account 40190105-55300-11901, and the amendment shall be subject to the review and approval of the Chief Legal Officer.



17 February 2015

Ms. Maritza Rodriguez
President, Board of Trustees
Cleveland Public Library
325 Superior Avenue
Cleveland, OH 44114-1271

**RE: Proposal for Pre-Design Services, Cleveland Public Library
Main Library Consolidation Project Phase 2 SD thru CA “Interim” Fees**

Dear Ms. Rodriguez::

CPL has previously authorized BDP to proceed with Phase 2 Pre-Design services which have established the basic direction and have identified the need to quickly proceed into subsequent design phases to meet CPL’s desired schedule. This proposal outlines the process and fees proposed for Bostwick Design Partnership (BDP) to begin Schematic Design services for the Cleveland Public Library (CPL) Main Library Consolidation Project, Phase 2 for the remainder of the month of February 2015 and until the Board of Trustees meeting in March 2015, at which time a fee proposal and contract to provide design services will be provided.

PROJECT UNDERSTANDING

Our project understanding is based on the following information:

- The continuing work for PreDesign, determining the overall potential scope of work to achieve the Destinations proposed in Phase 2
- A lunch meeting with the Director Felton Thomas and you on February 6, to discuss the scope of work and priorities
- A conference call with Joyce Dodrill and Carrie Krenicky on February 12 to review proposed method to move forward with work between the February and March 2015 board meetings.

DESIGN SERVICES for PHASE 2 SD thru CA “Interim” Fees

A short summary of what we expect to accomplish in this timeframe is as follows:

- We will initiate the Schematic Design Phase of work, to define and add detail to the conceptual scope focusing on the Main Library 1st Floor, and the 1st and 2nd floors of the Louis Stokes Wing.
- We will also initiate a comprehensive Wayfinding design process, beginning with a complete existing signage audit.



It is our expectation that the board of trustees will determine the specific scope of work at the work session on February 17 2015. This will allow our team to tailor our specific scope of design services and fees to the approved and anticipated scope.

We will work closely with CPL staff to prepare a contract to complete the full basic and additional services required to accomplish the goals of the library in Phase 2. At the March board meeting these fees and services will be presented for your approval.

With the provision that the work done in the next four weeks remain consistent with the work approved to move forward from March onward, the fees associated with the scope of work outlined herein for the remainder of February and beginning of March shall be included within - and not in addition to - the fees to be proposed for approval at the March board meeting.

DESIGN TEAM

Bostwick Design Partnership: Architecture

Robert Bostwick AIA, President and Director of Design
Rick Ortmeyer AIA, LEED AP, Principal
Bryan Wahl AIA, Senior Associate and Project Manager
Bob Weygandt AIA, Senior Associate and Cost Estimating
Anna Acklin, Design Staff and Technical Support

Karen Skunta & Company: Multimedia, Wayfinding and Signage

Karen Skunta, President & Creative Director

Tec, Inc.: MEPT Engineering and Lighting Design

Tim Pool, Principal

COMPENSATION

We propose compensation based on the project understanding, scope of services, and deliverables described above. Our fees for architectural and engineering services have been calculated as a percentage of an assumed construction cost of \$3,000,000.00. While this has not been reviewed or approved by the Board of Trustees, this number was discussed at one point as a possible target and therefore shall be the basis of our initiating design work.

Our fees for wayfinding design services are based on the initiation for a comprehensive campus-wide wayfinding system, as has been requested through the preliminary design work of Phase 2.

We will invoice according to the following preliminary scope:

Basic Design Services

50% Schematic Design - hourly not to exceed (\$3M x 9% fee x 25% SD x 50% completion by March)	\$ 33,750
<u>Comprehensive Wayfinding Initiation – complete site audit</u>	<u>\$ 15,000</u>



NTE Reimbursable Expenses	\$ 1,000
Total Design Services and Reimbursables	\$ 49,750

ADDITIONAL SERVICES

We propose to provide additional services on an hourly basis or for a stipulated sum, should any of these be requested by the CPL:

- Additional design work not included under the scope described herein, or redesign work required as a result of material changes or subsequent information provided out of sequence by the Owner during the course of the study or after completion of the study
- Any outside consultant not specifically listed on the Design Team

SCHEDULE

As noted above, the schedule for this work shall extend from the February Board of Trustees meeting until the March Board of Trustees meeting, or from February 19, 2015 until March 19, 2015.

CONCLUSION

Again, thank you for this opportunity to submit our proposal for professional services. If you have any questions or concerns regarding our services or quotation, please do not hesitate to call.

Sincerely,

BOSTWICK DESIGN PARTNERSHIP

AGREED and ACCEPTED

Richard Ortmeier AIA, LEED A.P.
Principal

Maritza Rodriguez
President, Board of Trustees
Cleveland Public Library

Date

cc: Felton Thomas, CPL
Cindy Lombardo, CPL
Joyce Dodrill, CPL
John Skrtic, CPL
Robert Bostwick, BDP
Pam Neckar, BDP
Bryan Wahl, BDP

Attachments: Hourly Rate Schedule

**BOSTWICK DESIGN PARTNERSHIP
2015 STANDARD HOURLY BILLING RATES**

(These hourly rates are subject to annual adjustment)

PRINCIPALS

Robert L. Bostwick, President & Director of Design	\$225.00
Ross E. Rectenwald	\$225.00
David J. Miano	\$195.00
Pamela J. Neckar, Chief Financial Officer	\$195.00
Richard L. Ortmeyer	\$195.00
Michael C. Zambo	\$195.00

SENIOR ASSOCIATES

Damian A. Henri	\$165.00
Judith McGlinchy-Giovanetti	\$165.00
Bryan C. Wahl	\$165.00
Hans P. Walter	\$165.00
Robert L. Weygandt	\$165.00

DIRECTORS

Matthew D. Bode, Medical Planning	\$165.00
David A. Brennan, Erie Office	\$165.00
Carter A. Edman, Operations	\$165.00
Robert J. Godshall, Planning Consultant	\$165.00
Christopher D. Kidd, Information Technology	\$165.00

MANAGER OF ERIE OPERATIONS

Andrew F. Lengyel	\$130.00
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ASSOCIATES

Rami R. Berner	\$125.00
Jason T. Hejduk	\$125.00
David J. Hogue	\$125.00

SPECIFICATIONS and CODE SPECIALIST

Charles E. Collings	\$115.00
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PROJECT LEADER

Gregg A. Daubenspeck	\$110.00
R. Jason Wieczorek	\$110.00
Alison C. Vallimont	\$110.00
Sokhamala Yin	\$110.00

DESIGN STAFF

Anna E. Acklin	\$85.00
Robert M. Deering	\$85.00
Megan Dibner-Dunlap	\$85.00
Blake P. Gifford	\$85.00
Apostolos T. Nacopoulos	\$85.00

TECHNICAL STAFF

Christine E. Barber	\$80.00
Michael L. Douglas	\$80.00
Rachael N. Hissom	\$80.00
Nicholas L. Hurst	\$80.00

GRAPHIC DESIGNER

Ratipriya Suresh	\$85.00
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SENIOR SUPPORT STAFF

Julie A. Campbell	\$60.00
Cesli E. Consorte	\$60.00

SUPPORT STAFF

Sara L. Giuliano	\$50.00
Sara E. Lacny	\$50.00
Terri L. Mouyard	\$50.00

INTERN DESIGN STAFF

\$50.00