
KUHN·RIDDLE
ARCHITECTS
28 AMITY ST. · SUITE 2B
AMHERST
MASSACHUSETTS 01002
413·259·1630

February 5, 2020

Sharon A. Sharry, Director
Jones Library
43 Amity St
Amherst, MA 01002

RE: Proposal for an Accessibility Study and Review of Required Building Improvements

Dear Ms. Sharry,

Thank you for the opportunity to provide you with this proposal for an Accessibility Study and Review of Required Building Improvements at Jones Library. Per our meeting last week, it is our understanding that in May of 2017 Western Builders, Inc. provided an existing building evaluation and identified required building improvements and the associated costs for those improvements. The improvements were broken down into the following items:

- Replace the Skylight
- Replace South Elevator
- Interior Improvements
- Mechanical, Electrical and Plumbing Improvements
- Structural Improvements
- Exterior Improvements

The cost for all of these improvements is estimated at between \$8M and \$9.5M. This estimate did not take into account any accessibility upgrades that would be required based on these improvements. The purpose of this study is to identify the required accessibility improvements and determine the potential additional costs for those improvements. In addition, we will work with Western Builders to update their cost estimate based on 2020 costs. This study will allow the Board of Trustees to evaluate the potential costs of the required building improvements vs. the costs for a whole building renovation/addition as proposed by Finegold Alexander Architects (FAA).

Based on our understanding of the study requirements, we have developed the following Scope of Work and Task List.

KUHN·RIDDLÉ
ARCHITECTS

Task 1: Existing Conditions Review: (2 weeks)

1.1 Architectural Survey – KRA staff will visit the building to take photographs and confirm that the existing building layout matches drawings provided by FAA. Focus for this study phase will be on general plan layout. We do not anticipate providing full existing condition drawings as we expect to be able to use existing condition drawings produced by FAA. The following accessibility items will be reviewed:

- Entryways and exits – in particular the main entrance.
- Space allowance for passage ways including doors, doorways, halls, and aisles
- Reach ranges for access to shelving/books and other materials
- Reading areas, study areas, and computer stations for adequate access
- Material check-out/return areas for proper clearances and heights
- Stack access and heights
- Toilet rooms
- Stairs and handrails
- Doors and hardware
- Elevators
- Floor surfaces
- Drinking fountains
- Signage
- Accessible parking spaces and access to entries
- Exterior walkways
- Interior/exterior ramps

1.2 MEP/FP Survey – We are not including evaluation of these systems for this study; however, we could engage consultants for this study if desired. It is assumed that the review of these systems by Western Builders in 2017 is sufficient.

Task 2: Accessibility Scope of Work Narrative: (2 weeks)

2.1 This study does not anticipate any modifications to the existing program/layout other than what would be required to meet accessibility requirements. We do not anticipate producing any drawings or sketches showing new design options. We will provide a narrative describing modifications, with photographs, and identifying areas on the plan which would require modification to meet accessibility requirements. This Scope of Work narrative will be used by the cost estimator to develop budgets for the proposed accessibility modifications. If sketches or drawings are required, we will provide them as an additional service.

Task 3: Regulatory Requirements: (1 week)

3.1 The regulatory review will focus on the requirements of the Massachusetts Architectural Access Board (521 CMR MAAB) and the Americans with Disabilities Act (ADA). An accessibility code review narrative will be provided based on our observation of existing conditions.

Task 4: Cost Estimate and Final Study Documents: (2 to 4 weeks)

4.1 Western Builders will provide an updated cost estimate for the previously identified required building improvements, as well as provide estimated budgets for accessibility upgrades that are identified during this study.

KUHN · RIDDLE
ARCHITECTS

4.2 KRA will review the cost estimates with the estimator and suggest adjustments if any are identified.

4.3 KRA will assemble the documents into a final study package for review by the Board of Trustees. The document will be in an electronic format and may be distributed electronically. KRA will provide one printed copy for review.

Task 5: Meetings and Communications:

5.1 KRA will meet with Jones Library representatives to review the Scope of Work Narrative and Accessibility Code Review prior to submission to Western Builders.

5.2 KRA will meet with Jones Library representatives to review the updated cost estimates and new accessibility upgrade budgets prior to assembling the Final Study.

5.3 KRA will meet with Jones Library representatives to review the final study document.

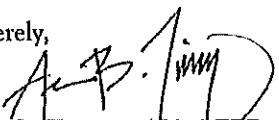
Timeline: If given authorization to proceed, KRA will complete the study within 8 to 10 weeks.


Fee Proposal: Per the Scope of Work and Task outline above we, have developed the following fee structure:

	Fee
Task 1 - Existing Conditions	\$ 4,200
Task 2 - Scope of Work Narrative	\$ 5,200
Task 3 - MAAB Code Review	\$ 2,600
Task 4 - Cost Estimate and Final Study	\$ 4,000
Task 5 - Communication and Meetings	\$ 2,600
Total	\$ 18,600

I hope that this proposal gives you a sense of the anticipated fees associated with the Scope of Work for this Study. Please note that should the Scope of Work or timeline change significantly, we will work with you to adjust our fees accordingly. If you find this proposal acceptable, please sign below and return one copy to our office and we will commence work immediately. Please do not hesitate to contact me with any questions or if you would like to discuss this further. We look forward to working with you!

Sincerely,


Aelan B. Tierney, AIA, LEED AP BD +C
Principal

 Library Director

Client, Position Date

Sharon Sharry 2-11-2020