

Exhibit “A”

December 26, 2018

Mr. Dave Cubie, Director
WEST ORANGE PUBLIC LIBRARY
46 Mt. Pleasant Avenue
West Orange, New Jersey 07052

**RE: PROFESSIONAL SERVICES PROPOSAL
INTERIOR CONCEPT STUDY
10 ROONEY CIRCLE**

Dear Mr. Cubie,

It was nice to meet with you at 10 Rooney Circle, the building that is being considered for use as a new library space. As I understand, the goal is to evaluate the potential of the current building to function as a new main library and to offer an opinion as to the potential construction value for the improvements. The purpose of this exercise is to assist the governing body in their decision to pursue an arrangement at this building. Other municipal functions, such as the DPW offices, will likely be incorporated into the building but are not part of this planning effort.

Our office will review the existing building layout to identify a practical configuration for approximately 24,000sf of library space. Consideration for egress and ingress (i.e. lobbies, exterior doors) for the upper floor tenant and other municipal services at the lower level will be given. Both floors have grade level exits since the parking area is sloped along the property. This will allow for separate entrances for future DPW or Animal Control uses.

During our visit to the building we walked the main and lower floors. There, we were able to observe the initial potential of the space for use as a library. At first glance, the ceiling height and column grid spacing appear to be conducive for a library layout. the floor load capacity of the building must be confirmed prior to the development of the construction drawings. A library has a Building Code required floor design load of 150 pounds per square foot at the book stacks. A typical office building is designed for 100psf. Note that the lower floor rests on grade and naturally has a higher bearing capacity. As a potential construction cost savings, we will investigate placing a portion of the library book stacks, such as the Adult's Collection, at the lower level. As an optional service, we can provide a structural assessment of the existing floor framing.

Also, as an optional service, we can have a mechanical/electrical engineer evaluate the existing building systems and how they may need to be modified for the new uses (library as well as animal control spaces are very different than an office).

We would begin our process by visiting the space to measure the existing layout so that we can draw the floor plan to scale. We would then utilize this plan to evaluate the impact of the Building Code and ADA for occupancy issues, egress, and accessibility compliance.

We would prepare an outline program of the likely library spaces needed. This will be primarily based upon the space allocation at the current facility and the potential space at the new location. This program summary will serve as a guide for the conceptual design effort. A more detailed program would likely be required of the state grant application for library construction.

With that information, our office will prepare drawings depicting the conceptual floor plan of the proposed spaces for review and approval. We will meet with the Library and Governing Body to discuss the design options and to incorporate their feedback. With a direction selected for the improvement areas, we would finalize the plan graphics and prepare an opinion of the likely construction value for the project. This opinion is not a detailed cost estimate since the design is only conceptual. Ultimately, we will attend a final meeting to present the materials and to discuss the steps forward.

The materials produced through this proposal's scope may be used in part for the pending state grant application for library construction. It is understood that additional materials will be required by the state and are not quantifiable until they release their regulations later this winter. We can assist with that application process as an additional service.

We anticipate that initial report will be submitted within 30 days of authorization to proceed. Our fee for the design study is Twelve Thousand Seven Hundred Dollars (\$12,700). We look forward to working with you again.

Sincerely,



Anthony Iovino, AIA, PP, LEED
Arcari + Iovino Architects, P.C.

*President of the American Institute of Architects, ALNNJ Section, 2003
AIA-NJ 2011 Firm of the Year*

