RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH ASHTABULA COUNTY CHILDREN SERVICES, ONYX CREATIVE, INC. AND THE BOARD OF ASHTABULA COUNTY COMMISSIONERS ON BEHALF OF THE ASHTABULA COUNTY CHILDREN SERVICES

WHEREAS, Tania Burnett, Director of Ashtabula County Children Services, has presented a Professional Services Agreement for the approval of the Board, to-wit:

Provider: Onyx Creative, Inc., 25001 Emery Rd., #400, Cleveland, OH 44128

Scope: Services related to the renovation of existing 21,300 sf single-story building for the building located at 3914 C Court., Ashtabula, Ohio to include: preliminary design services, design development, construction documents and construction administration.

Cost: **Not to Exceed,** $130,000.00

Term: one year from date of signing; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Professional Services Agreement noted above is approved in accordance with the copy now on file in this office.

BE IT FURTHER RESOLVED, that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

ASHTABULA COUNTY COMMISSIONERS

CERTIFICATION PAGE

Resolution No. 2023-312 **June 01, 2023**

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH ASHTABULA COUNTY CHILDREN SERVICES, ONYX CREATIVE, INC. AND THE BOARD OF ASHTABULA COUNTY COMMISSIONERS ON BEHALF OF THE ASHTABULA COUNTY CHILDREN SERVICES

Upon the motion of Kathryn L. Whittington, seconded by J.P. Ducro IV.

VOTE:

Casey R. Kozlowski	**Aye**
Kathryn L. Whittington	**Aye**
J.P. Ducro IV	**Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

Lisa Hawkins

Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into this 18TH day of MAY 2023, by and between Onyx Creative, Inc. ("CONSULTANT") and Ashtabula County Children Services ("ASHTABULA COUNTY"), for professional and related services to be provided to ASHTABULA COUNTY.

I. SCOPE OF SERVICES

CONSULTANT shall provide to ASHTABULA COUNTY services as set forth in Exhibit A, "Scope of Services," attached hereto (the "Services"), which upon acceptance by ASHTABULA COUNTY shall be governed by the terms of this agreement.

II. FEES FOR SERVICES

For services provided by CONSULTANT to ASHTABULA COUNTY pursuant to this Agreement, ASHTABULA COUNTY shall pay CONSULTANT in accordance with the rates and charges set forth in Exhibit B, "Fees for Services," attached hereto.

III. BILLING AND PAYMENT

CONSULTANT shall submit a monthly statement to ASHTABULA COUNTY setting forth the amount due for services and itemizing amounts due for expenses. ASHTABULA COUNTY shall pay the full amount of such statement within thirty (30) days after receipt.

IV. INDEPENDENT CONTRACTOR

CONSULTANT shall provide services to ASHTABULA COUNTY as an independent contractor, not as an employee of ASHTABULA COUNTY. CONSULTANT shall not have or claim any right arising from employee status.

V. TERM

The term of this Agreement shall be for one year from the date set forth above. This Agreement may be renewed on an annual basis at the option of ASHTABULA COUNTY.

VI. TERMINATION OF AGREEMENT

Notwithstanding any other provision of this Agreement, ASHTABULA COUNTY may terminate this Agreement at any time with or without cause by giving thirty days' written notice to CONSULTANT.

negligent acts, errors, or omissions by CONSULTANT, its directors, officers, agents, and employees in performance of services pursuant to this Agreement. ASHTABULA COUNTY's total liability under this Agreement shall be limited to the amount set forth in the Auditor's certificate accompanying this Agreement. Under no circumstances shall the elected officials, officers, employees, council members, or agents of the ASHTABULA COUNTY be personally liable for any obligations or claims arising out of or related to this Agreement.

X. CONFIDENTIALITY

Any information and materials disclosed by or on behalf of ASHTABULA COUNTY to CONSULTANT in connection with this Agreement that is reasonably considered to be confidential ("Confidential Information") should be kept in confidence and used by the CONSULTANT only for the purpose of this Agreement. Unless required by court order, law or regulation, CONSULTANT agrees not to disclose the ASHTABULA COUNTY's Confidential Information to third parties except as necessary for the performance of this Agreement and under an agreement by which the third party is to be bound by the obligations of this confidentiality clause. This provision shall survive termination of this Agreement.

XI. AMENDMENT

All changes or modifications to this Agreement shall be in writing and signed by both parties.

XII. GOVERNING LAW

This Agreement shall be construed and interpreted according to, and the rights of the parties shall be governed by, the laws of the State of Ohio.

XIII. DISPUTE RESOLUTION

If any dispute or difference of any kind (a "Dispute") arises between the Parties in connection with, or arising out of, this Agreement, the Seller and Purchaser within 30 days shall attempt to settle such Dispute in the first instance through discussions. The designated representatives of CONSULTANT and ASHTABULA COUNTY shall promptly confer and exert their best efforts in good faith to reach a reasonable and equitable resolution of such Dispute. If the representatives are unable to resolve the Dispute within fifteen (15) Business Days, the Dispute shall be referred within two (2) Business Days of the lapse of the fifteen (15) Business Day period to the responsible senior management of each party for resolution. Neither party shall seek any other means of resolving any Dispute arising in connection with this Agreement until the responsible senior management of Parties have had at least an additional fifteen (15) Business Days to resolve the Dispute following referral of the Dispute to them. The

To ASHTABULA COUNTY:

Ashtabula County Children Services
3914 C Court
Ashtabula, OH 44004

With a copy to: Ashtabula County Prosecutor's Office
25 West Jefferson Street
Jefferson, Ohio 44047

(b) All notices shall be deemed effective upon receipt by the party to whom such notice is given.

SIGNATURE CLAUSE

The signatories hereto represent that they are authorized to enter into this Agreement on behalf of the party for whom they sign.

ASHTABULA COUNTY BOARD OF COMMISSIONERS on behalf of ASHTABULA COUNTY CHILDREN SERVICES:

By: _____ Date: 6-1-23

Its: President

ONYX CREATIVE, INC.

_____:

By: MICHAEL ORISLIP Date: 5/18/23

Its: PRESIDENT

Exhibit A

Scope of Services

The Services shall consist of interior renovation of existing 21,300 sf single-story building pursuant to the master plan and request for proposals, both attached hereto and incorporated herein by reference. In the event of inconsistencies within or between the Agreement, the Scope of Services, the master plan, or request for proposals, CONSULTANT shall provide the better quality or greater quantity of Services and shall comply with the more-strict requirement.

CONSULTANT shall provide the Services as follows:

Preliminary Services

1. Review the project requirements and schedules with the client.
2. Meet with consultants to establish project parameters and submission dates.
3. Review criteria, exhibits, record information or other pertinent project information.
4. The architect/engineer will visit the site to document existing conditions.
5. Meet with local authorities (building and fire) to review the proposed project.

Design Services

1. Prepare design studies that will indicate the character, size, scale and relationship of the project elements.
2. Prepare preliminary design drawings (floor plan concepts) for client's review and comment.
3. Prepare one interior rendering of the proposed new visitation room.
4. Select materials to be used in the construction.
5. Submit design drawings and material to the client for review and comment.
6. Prepare sample finish presentation for review by client.
7. Meet with client to discuss and review design documents.
8. Based upon approved preliminary drawings, OC will make minor revisions to the design and prepare design development drawings (plans, elevations, structural, mechanical and electrical system selections, material selections and miscellaneous details) for client's review and comment.

Construction Drawing Services

1. Upon approval of the design package and authorization to proceed with this phase of service, prepare construction documents (architectural, structural, electrical and mechanical/plumbing) in AutoCAD format that will set forth the size, relationship and requirements for the construction including drawings and specifications.

2. Allow the client to review the construction documents prior to issuing for construction and permit and make minor revisions to the project documents.
3. Provide Ohio seal.
4. Coordinate engineering required for the project (structural/MEP).

Construction Administration Services

1. Submit bid documents as approved by Ashtabula County Prosecutor's Office to public bidding.
2. Collect and evaluate contractor bids.
3. Assist client in preparation of required contract documents.
4. Provide bid consultation to respond to inquiries regarding the work.
5. Assist client in selection of contractor.
6. Assist the client in contract negotiation using contract forms provided by Ashtabula County Prosecutor's Office and notify contractor of contract award.
7. Upon award of the contract and commencement of construction, CONSULTANT shall:
    a. Review required shop drawings and submissions.
    b. Provide consultation to answer questions, respond to inquiries and assist in resolving issues arising from the work.
    c. Review and comment upon payment applications and change order requests.

Permit Submission Services

1. Permitting Due Diligence based on known project parameters/scope.
2. Assist the client in initial submission for Basic Building Permit through preparation of forms and applications including on-line submittal.
3. Assist the client in review of building department/third party review comments.
4. Respond to issues raised in the review by the city/state.

Project Observation Services

1. Upon award of the contract, OC will attend ten project meetings during the course of the work to observe progress, answer questions and assist in resolving issues arising from the work.
2. Upon substantial completion of the work, OC shall visit the site and review a punch list of work to be completed or corrected prior to final closeout and release of retainage.

ASHTABULA COUNTY's Responsibilities/Requirements

1. Provide full information in a timely manner describing the project's program, time schedule, limitations, budget and legal description.
2. Designate a representative with authority to act on client's behalf.

3. Furnish tests, inspections and reports required by law or contract documents, including structural, soils, mechanical, chemical test, air and water pollution tests, and hazardous material tests.
4. Furnish record surveys of the property.
5. Furnish record drawings of the building/site.
6. Furnish site utility plans with rough-in locations.
7. Furnish information required for the project that may include but not be limited to: exhibits, criteria, equipment and client provided systems.
8. Provide information regarding client's proposed budget, financing, and construction method.

Exhibit B

Fees for Services

ASHTABULA COUNTY shall pay for the Services as follows:

Preliminary/Design Services	$ 21,000.00
Design Development	$ 16,500.00
Construction Documents	$ 71,000.00
Construction Administration	$ 18,000.00

Reimbursable expenses: All expenses incurred such as mail and delivery, shipping, reprographics, use of FTP site, permit submission fees, travel, currency conversion fees, equipment rental, consultant costs not in contract, and approved out-of-pocket expenses will be invoiced at direct cost up to $4,000.

Total fees	$130,500.00

Above fees are based on a base fee of 5.5% of the current budget of $2,300,000. If the budget is increased via scope or actual cost, the parties agree to amend this agreement accordingly.

Signature Page

Agreement Title: Professional Services Agreement between Ashtabula County Children Services and Onyx Creative, INc.

Approved as to Legal Form Only:

By: _____
Colleen M. O'Toole,
Ashtabula County Prosecutor

Dated: 5/19, 2023

2023-CON-0055
Reviewed by: Matthew J. Hebebrand on May 18, 2023

FISCAL OFFICER'S CERTIFICATE
5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the 2023, under the Agreement, has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of the following funds:

4078.206.100-850.0001 Fund

Not to exceed: $130,500.00

for year 2023 and free from any previous encumbrances.

Agreement Title: Onyx Creative professional services agreement

David Thomas, Ashtabula County Auditor

Contact: Barbara Legeza, Finance Director, ACCSB

Date: May 19, 2023

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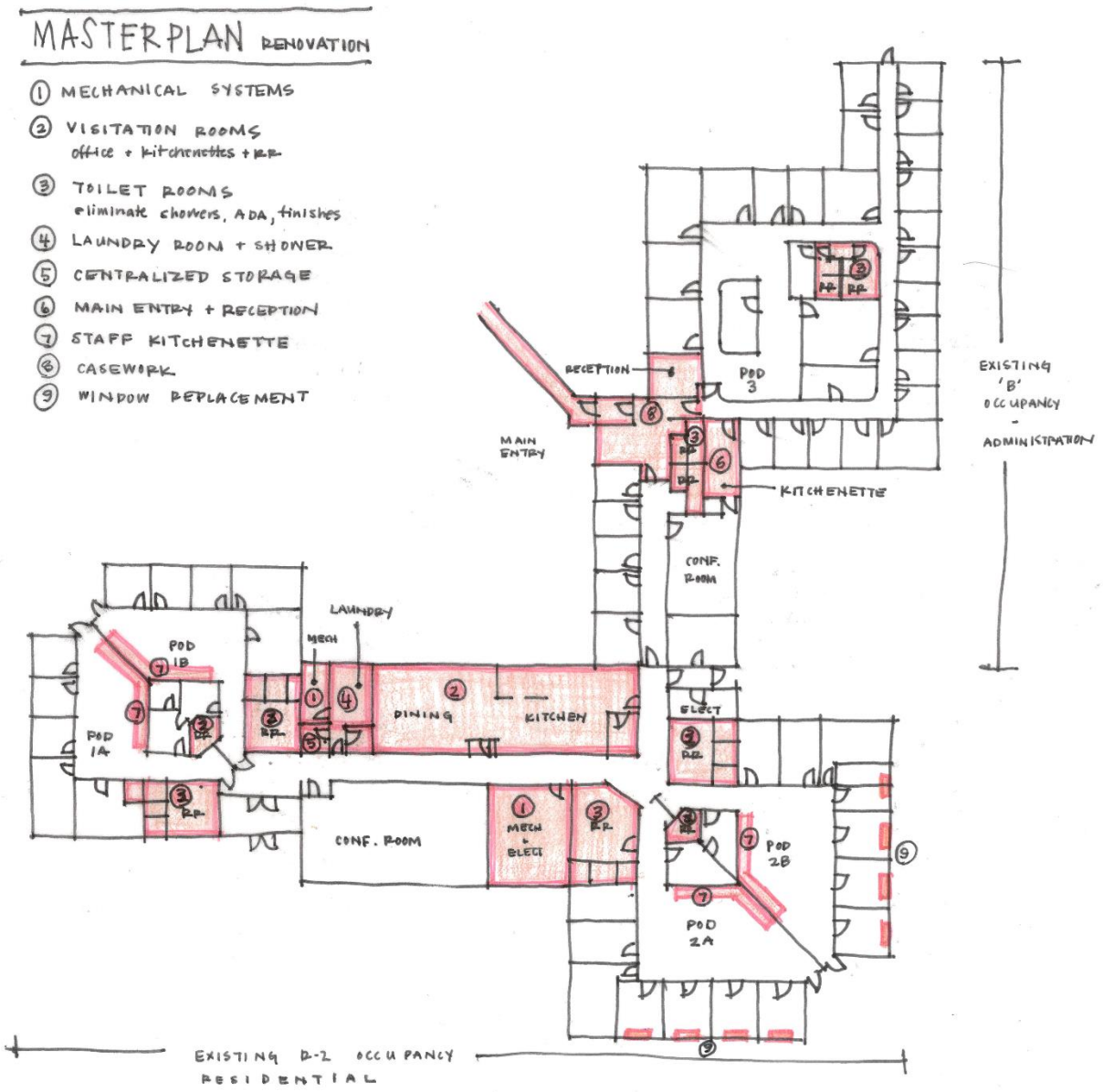
3 Masterplan Renovations

The sketch below identifies the 9 areas of masterplan renovations, where they occur, and in the case of the toilet rooms, the quantity of times they occur. Included within 2/ Visitation Rooms, 3/Toilet Rooms, and 6/Main Entry are the renovation or addition of security and surveillance systems already existing in the building, but not quite adequate for current needs and proposed conditions. Additionally, 3 Alternates are identified. The Alternates in nature are not altogether necessary, but are improvements proposed to the Owner for consideration but would augment the renovations being made.



1 Mechanical and Other Building Systems

Assessment of Existing HVAC, Plumbing and Fire-Suppression Conditions

HVAC Systems

Description of Existing Systems

All areas of the building are heated with perimeter finned tube radiation. The finned tube circuits include manually adjustable self-contained control valves to control the heating in offices.

Heating hot water is provided by (2) gas-fired boilers located in the central boiler room. One of the boilers was installed in 2006, one of the boilers is original to the building. Both boilers were constructed with standard 80% efficiency. Heating hot water is circulated through the building by (2) pumps. The pumps appear to be less than 5-years old.

The building is ventilated and air conditioned using either packaged rooftop HVAC units (RTUs) or split-system air conditioning units (ACUs). The RTUs are constant air volume self-contained units that include the supply air fan, filter, cooling coil, and refrigeration system. The RTUs do not provide heating, the RTUs provide only cooling and ventilation. Each RTU has an outdoor air intake that is intended to provide the minimum amount of ventilation air required by code to each room. The ACUs have an indoor section that includes a supply air fan, cooling coil, and filters, and an outdoor section that includes the refrigerant components. Refrigerant piping runs between the indoor and outdoor sections to provide cooling. Each ACU has an outdoor air intake that is intended to provide the minimum amount of ventilation air required by code.

The Administration Pod includes (1) RTU that serves all spaces in this area. The space above the lay-in ceiling is a return air plenum. Air is returned to the RTU from each room via the space between the lay-in ceiling and the roof.

The center pod includes (2) RTUs. (1) RTU serves the center open spaces, (1) RTU serves the perimeter offices. Air is returned to the RTUs via ductwork connected to wall mounted return air grilles and the RTUs. The pod does not use a return air ceiling plenum as does the Administration pod.

The pod on the opposite end from the Administration pod includes (1) RTU that serves all spaces in this area. Air is returned to the RTUs via ductwork connected to wall mounted return air grilles and the RTU. The pod does not use a return air ceiling plenum as does the Administration pod. The RTU has an outdoor air intake that is intended to provide the minimum amount of ventilation air required by code.

Space temperature in the offices and other spaces served by the RTUs is controlled using by-pass terminal units located above the ceiling. In general, every (2) offices are controlled by a common terminal unit. The

terminal units control space temperature by relieving (by-passing) conditioned supply air into the ceiling plenum, in lieu of directing the conditioned air into the space.

The connecting corridor and related rooms between the Administration pod and the center pod is served by a cooling only ACU. Similar to the RTUs, space temperature is controlled using by-pass terminal units. The space above the lay-in ceiling is a return air plenum. Air is returned to the ACU from each room via the space between the lay-in ceiling and the roof.

The connecting corridor and related rooms between the pod on the opposite end of the Administration pod and the center pod is served by a heating and cooling ACU. This ACU includes a hot water heating coil in the supply air ductwork to provide supplemental heating to the areas served. Similar to the RTUs, space temperature is controlled using by-pass terminal units. Air is returned to the ACU via ductwork connected to wall mounted return air grilles and the ACU. The corridor does not use a return air ceiling plenum as does the other corridor.

Each group of toilet rooms and/or shower rooms in each pod is exhausted by a single rooftop exhaust fan (3 toilet/shower room groups, 3 exhaust fans). Exhaust grilles are located in each toilet room or shower room and ducted directly to the exhaust fan. None of the air from the toilet rooms/shower rooms is recirculated back into the building.

The kitchen exhaust hood is a “short-cycle” type hood. A short-cycle hood supplies outdoor make-up air directly into the hood. The make-up air is not heated or cooled. Air is removed from the hood by a rooftop kitchen exhaust fan.

Miscellaneous areas, such as entry ways and vestibules, are heated using hot water cabinet unit heaters.

The HVAC control system is a pneumatic system.

Observations Regarding Systems Performance.

During this site visit, only the RTU serving the Administration pod was operating. The RTUs serving the (2) former residential pods were not operating; these areas were not receiving any ventilation air.

The RTUs and (1) ACU are cooling only units; the units do not have any heating. During very cold outdoor conditions, the minimum ventilation requirements for the system may result in cold supply air temperatures. The cold supply air from the RTUs may result in uncomfortable drafts and conditions for occupants.

The bypass terminal units used for temperature control reduce the ventilation rate to the associated spaces during certain conditions. When a space requires less cooling, supply air is by-passed into the ceiling space for temperature control. During this condition, less air is provided to the space for ventilation. Control strategies exist to mitigate this condition, but the existing equipment and control system cannot perform this strategy.

The exhaust fans serving the (2) former residential pods are not functioning. The fans are disconnected from the ductwork and are laying on the roof. These (2) groups of toilet rooms currently do not have any exhaust air. The fan serving the Administration pod toilet rooms was functioning during the site visit.

The self-contained control valves on the finned tube circuits have exceeded their expected service life and are either not functioning or nearing failure.

Observations Regarding Condition of Equipment.
The following equipment and systems are all operating beyond their expected service life:

1. RTUs
2. ACUs
3. Original boiler
4. Exhaust fans – toilet rooms and kitchen hood
5. Pneumatic control system and devices
6. Self-contained finned tube control valves
7. Cabinet unit heaters

All this equipment is nearing failure or a condition where continual maintenance is required.

The boiler installed in 2006 is in fair condition and may have 10 years of life remaining. The (2) heating hot water pumps are in good condition.

The air distribution ductwork appears to be in good condition. Air leakage, damaged ductwork, or disconnected sections of ductwork were not observed.

The heating hot water piping appears to be in good condition. Evidence of water leaks were not observed.

The finned tube covers in many areas has been painted and in some locations is damaged or disconnected from adjacent covers. In some locations the paint has covered large sections of the perforations in the top of the cover, limiting the heat output of the finned tube. The finned tube element is in fair condition with finned elements damaged or bent in some area, but still functional.

The short-cycle type kitchen exhaust hood is functional for heat removal but has limited effectiveness for grease removal. The associated Ansul system (chemical fire suppression system) does not meet the performance and protection of a newer Ansul system.

Plumbing Systems

Description of Existing Systems
A single gas-fired domestic water heater is used to provide hot water for plumbing fixtures. The domestic hot water system includes recirculating hot water piping and a recirculating pump to maintain the domestic hot water temperature throughout the system.

The shower areas include master mixing valves located in wall mounted metal cabinets to control the water temperature supplied to the showers.

Natural gas is provided to the boiler room and kitchen only.

The sanitary drains serving the kitchen drain to an outdoor grease trap.

Observations Regarding Systems Performance.
The domestic hot water system originally included (2) water heaters to provide back-up for the residential use of the building. The current use of a single water heater is acceptable for use in an office building.

The use of the master mixing valves to control the domestic water temperature to the shower areas is no longer required.

Observations Regarding Condition of Equipment.
The domestic water piping appears to be in good condition. Evidence of water leaks were not observed.

The domestic water heater was installed in 2011 and is in good condition.

Fire Suppression Systems

Description of Existing Systems
A 4-inch fire protection riser enters the building in the former residential pod on the opposite end of the Administration pod. Sprinkler piping is distributed to sprinkler heads throughout the (2) former residential pods and the connecting corridor and rooms between these (2) areas.

The Administration pod and the adjacent connecting corridor and rooms are not protected by a sprinkler system.

Observations Regarding Condition of Equipment.
Per information on a tag on the fire protection riser, the system is tested regularly. The system piping, equipment, and sprinkler heads appear to be in functional condition.

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Recommendations for improvements and equipment replacement for HVAC, Plumbing and Fire-Suppression Systems

This section includes recommendations for improvements or equipment replacement as part of the overall master planning study.

The existing RTUs and ACUs should be replaced. For the pods that have (1) RTU, a single RTU will be provided. For the center pod that has (2) RTUs, a single larger RTU will be installed. Because the entire pod has been converted to office space, the use of a single RTU, in lieu of (2) RTUs, is acceptable. The RTUs may include gas heating if necessary to accommodate the increased ventilation requirements of the current code. The ACUs will be replaced with similar systems that include an indoor air handling section and an outdoor condensing unit. The ACUs will also include a hot water heating coil.

The existing ductwork will be used to the extent possible. In the perimeter offices, the existing wall mounted supply and return grilles will remain. In the areas where renovations occur, the existing ductwork will be removed and new ductwork and grilles or diffusers will be installed to accommodate the space planning.

The existing bypass terminal units will be removed and replaced with variable air volume (VAV) terminal units with hot water reheat coils. The VAV terminal units and reheat coils will provide improved ventilation and comfort. In general, for areas where floor plan renovations are not occurring, there will be a one-for-one replacement of bypass terminal units for VAV terminal units. The zone control will remain the same. If an area is not being renovated, but it is obvious or known by the occupants that the zoning is incorrect, additional VAV terminal units may be installed. For areas where renovations occur, new VAV terminal units and related ductwork will be installed to accommodate the appropriate zoning for the new space plan.

It is recommended to replace both boilers. Even though one of the boilers was installed in 2006, the boiler will be nearing replacement in about 5 years. The new boilers will be high-efficiency type.

The existing heating hot water piping serving the finned tube radiation will be reused to the extent possible. The existing self-contained control valves will be replaced with similar type control valves. The existing pumps are relatively new and will be reused.

A new heating hot water piping loop with dedicated pumps will be installed to serve the VAV terminal unit reheat coils. This heating hot water loop will operate during the summer months when the finned tube radiation loop is not operating. The operation of the reheat coils in the warmer months always maintains proper ventilation in all spaces, regardless of the cooling load in the space.

The finned tube radiation could remain and be reused. If it is determined that the condition of the cover warrants replacement, then all the components would be replaced (cover, finned tube element, wall

bracket). Installing a replacement cover on an old wall mounting bracket doesn't justify the cost compared to replacing all the components. The cost for the complete replacement is included in the overall mechanical infrastructure cost. The deduct cost for not replacing the finned tube is $25,000.00. Still, in the renovated areas, such as the visitation/entry area (existing kitchen/dining), that finned tube gets replaced regardless of the other finned tube because of the revisions to the space. That cost is included in those specific areas.

For the toilet rooms and shower rooms in the former residential pods, the exhaust system will be completely removed. New fans and ductwork will be installed to accommodate the new space planning.

The existing kitchen exhaust hood and related exhaust fan and make-up air fan will be removed. A new kitchen exhaust hood with a chemical fire suppression system will be installed. The new hood will be smaller, sized appropriately for the smaller equipment under the hood. The Ohio Mechanical Code requires a commercial kitchen exhaust hood installed above residential style equipment in a commercial setting. The new hood will include new exhaust ductwork and new rooftop exhaust fan. Additionally, in the kitchen, the existing dishwashing station will be removed and replaced with an undercounter dishwasher to better suit the needs of the occupants.

The existing cabinet unit heaters at the building entrances will be replaced with similar style heaters. The heaters will connect to the existing heating hot water piping from the removed heaters.

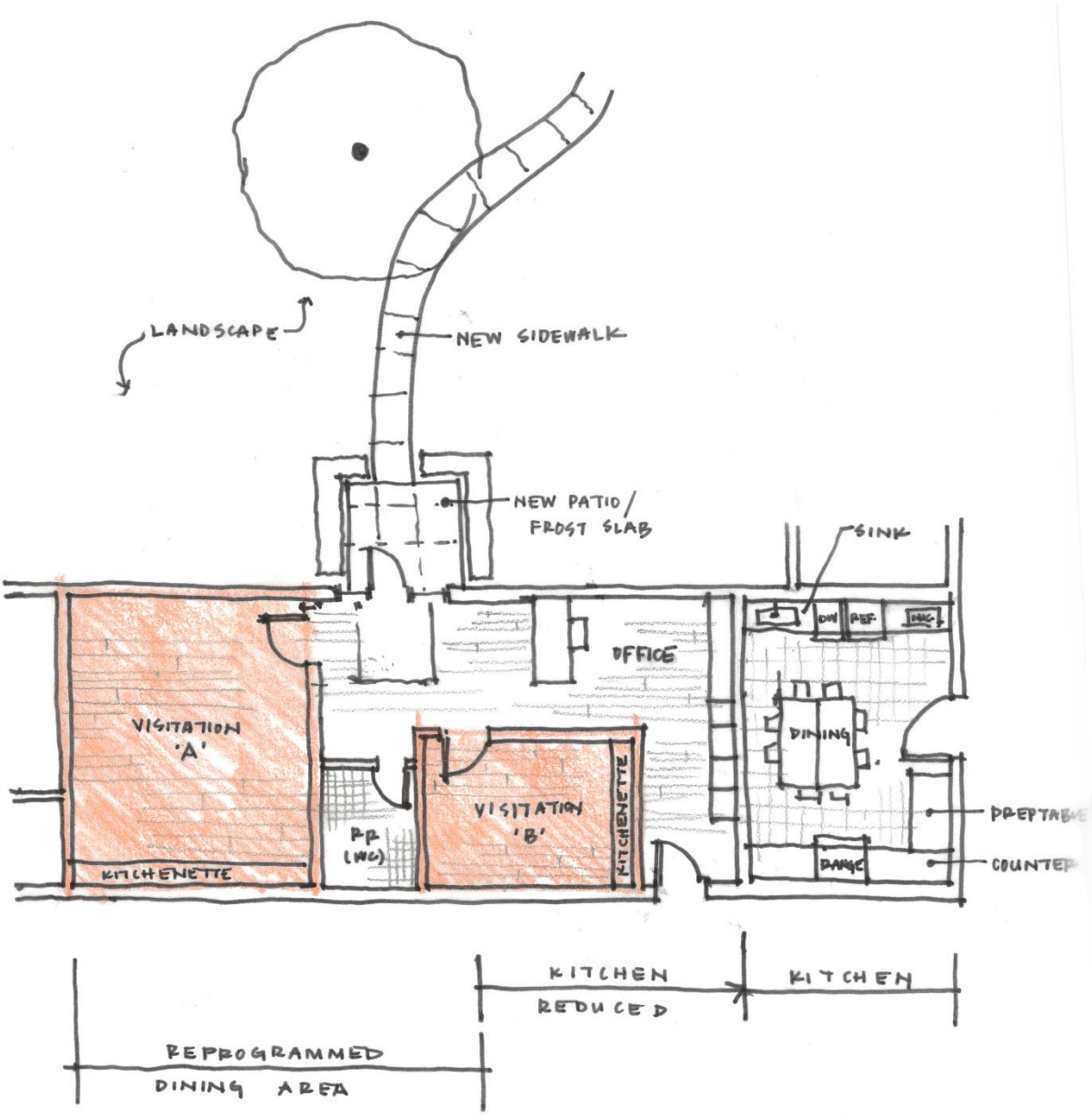
All existing pneumatic controls will be removed. A new server-based digital control system will be installed. The new system will allow for off-site monitoring and troubleshooting, improved control and comfort, and improved energy efficiency.

Gas piping will be extended from existing gas mains to the new RTUs.

Refer to Section 6 for probable costs of construction.

2 Visitation Rooms

This section includes recommendations for the creation of a visitation suite as part of the overall master planning study. This includes alterations to the existing kitchen effectively reducing the kitchen footprint to provide maximum area for the visitation rooms.



The existing visitation rooms are adjacent to the main entrance and reception area. Because the existing space does not match the program needs, the renovation will repurpose the existing visitation rooms for offices. To make an area adequate to the program's needs, a new visitation suite will be constructed in place of the dining room and a half of the existing kitchen. Because dining is no longer a service provided by the center, this area can be repurposed to make two visitation rooms (350sqft and 170sqft), a 110sqft reception area and a 200sqft office with shared storage. The visitation rooms will include kitchenettes for

light meal preparation. The office and reception area will serve as the access and control point for visiting families who can park in the visitor parking lot and enter along a new sidewalk to this new entrance. A small corridor behind the office desk will double as storage space and allow the facility employees to access the rest of the building- this door will be accessed with an access fab. Cameras for surveillance will be installed in each of the visitation rooms and at the entrance to the visitation suite. A supervisor will be present in the visitation room while families occupy that room. The visitation rooms are to be furnished with soft seating and dining table and chairs, made to feel like a comfortable and shared living area. Each will have a kitchenette with storage for light cooking items, a microwave, and dishwasher. The visitation rooms and office area are to be finished with resilient tile flooring and painted walls. The proposed office includes furniture to match a typical office in this facility. The proposed restroom is a single user, unisex restroom, which will be accessible to families and visitors using the visitation rooms, so that they do not have to gain access to the rest of the building to use a restroom. The restroom, like all restrooms, are to be finished with porcelain floor, cove, and wall tile.

The renovations build upon the existing fab keying access adding fab access at the door from the visitation suite to the exiting secured corridor. The existing access control system uses legacy controls. Moving the doors would relocate the legacy controls, but new doors would require new control points. The software was updated 5-7 years ago; but the panel would need to be updated for compatibility with the existing legacy controls and the new controls.

Additionally, the renovations build upon the existing infrastructure for the camera surveillance system. A total of 3 new cameras are to be installed: (1) at the Visitation Suite entry, (1) in Visitation Room A, and (1) in Visitation Room. The existing system is COAX analog system and needs to be completely updated. The proposed updates include a IP based system with Cat5 wiring to each location and home run to the controls, which would be located in the existing electrical room. The cameras would be high definition and be monitored across the existing system which could be loaded onto computer and access from any location the Owner chooses.

Because food service is no longer part of the program amenities, the kitchen may be repurposed for the use of employee light food prep and a small eating area. Therefore, the existing kitchen hood and Ansul system can be eliminated and replaced with a small commercial range and corresponding hood with an appropriately sized Ansul system. In accordance with the building code, domestic cooking appliances used for commercial purposes are to have a Type I or Type II hood.

The existing dishwashing station can be demolished and replaced with a undercounter dishwasher. Counterspace, storage below and above will include provisions for a commercial refrigerator and microwave. A small seating area for employee lunches will be included. Included in the reduction of the existing kitchen is the demolition of the existing dry storage room and the hung ceilings. If possible, keeping access to natural daylighting would be preferred.

Exterior Improvements

A new 40 sqft concrete patio and 5’ wide concrete sidewalk will be added from the existing visitor parking lot to the new visitation room suite entrance. New shrubs will be planted along the perimeter of the patio,

and a new tree will be planted along the sidewalk path. Plant material will follow zoning guidelines and complement the existing landscape.

Any landscaping damaged during construction will be reseeded and plantings to be replaced in kind.

HVAC

The area will be served by the new ACU serving the connector. New branch ductwork and VAV terminals will be installed to accommodate the revisions. New finned tube radiation will be installed along the building exterior wall. The existing kitchen exhaust hood will be removed, and a new hood installed as previously described.

Plumbing

The existing plumbing in the kitchen will be removed to the wall/floor. The floor for the already removed freezer and refrigerator will be leveled and finished to match the existing condition throughout the remainder of the kitchen. Plumbing for dishwashing station will be demoed. An undercounter dishwasher will be installed for employee use.

New plumbing includes fixtures in the new single-user restroom and kitchenette and their associated sanitary sewer and water lines.

Based on the programming requirements for the renovated kitchen, consideration will be given to removing the existing outdoor grease trap. The Ohio Plumbing Code requires a grease trap for kitchen drainage systems carrying “grease laden waste”. If the kitchen will not be cooking with grease, or cooking with foods that create grease waste, the existing grease trap should be removed. If the grease trap is not consistently used, food waste will remain in the grease trap will decay, potentially creating foul odors. Removal of the grease trap will also eliminate the maintenance cost of removing the waste from the grease trap.

Gas and electric will be provided to the new range.

Fire Sprinkler System

The existing sprinkler heads and branch piping within this renovated area will be removed. The existing sprinkler mains will remain. New sprinkler heads and branch piping will be installed to accommodate the renovations. Adjustments to the sprinkler heads will need to be made in accordance with the reconfigured areas. Flex Heads have been used for estimating purposes. Provisions during construction will have to be made to coordinate any disruption of service with the local Fire Department and general building operations.

In areas where gypsum board ceilings are removed, and new lay-in ceiling installed to accommodate the HVAC renovation, the existing sprinkler heads will be removed, and new sprinkler heads installed. Existing branch piping will be reused to the extent possible.

Refer to Section 6 for probable costs of construction.

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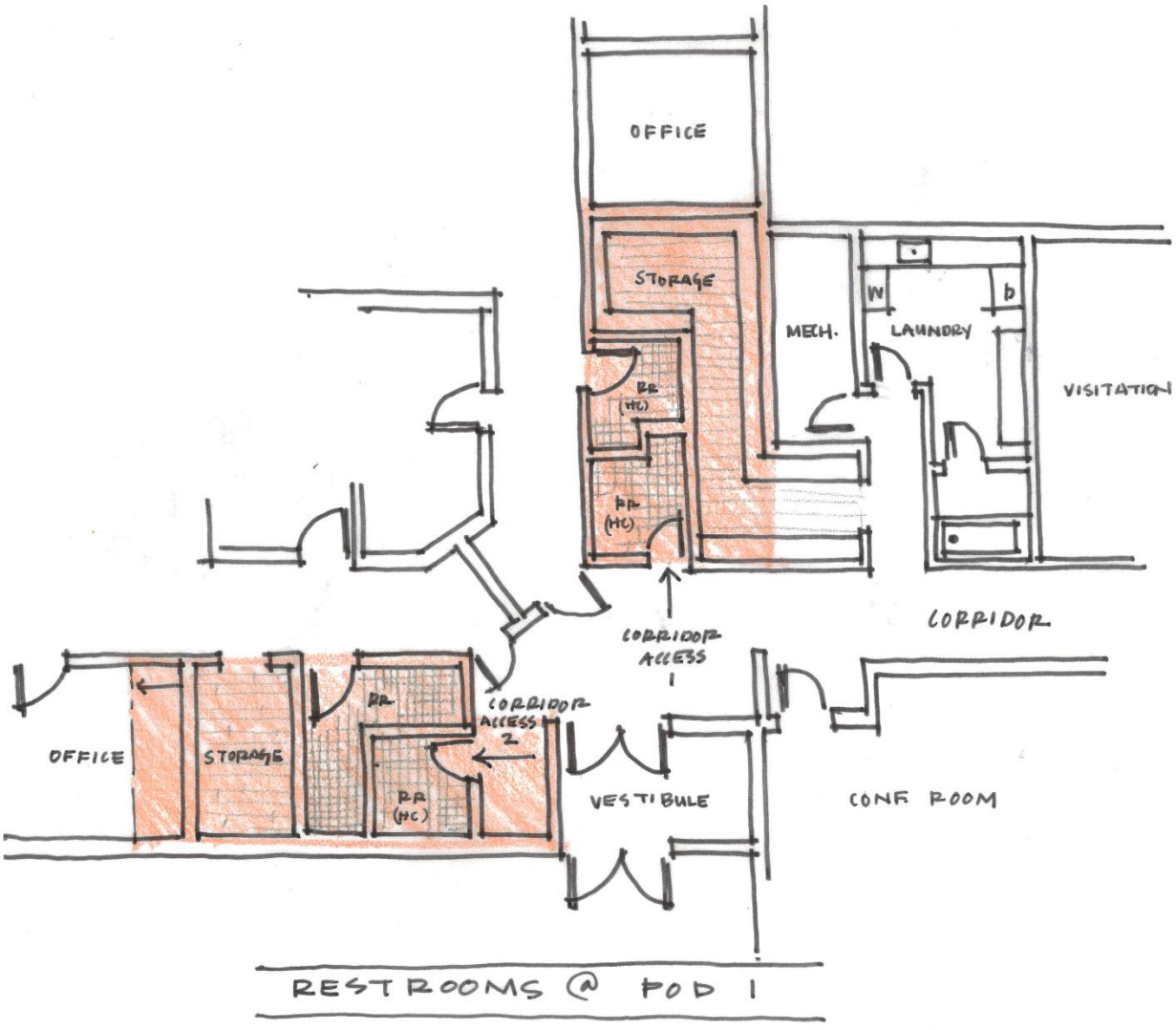
architects, inc.

3 Toilet Rooms

This section includes recommendations for renovation of all the restrooms as part of the overall master planning study. This provides for accessible compliant restrooms in all areas of the building and reduces the effective footprint of the restrooms for new program.



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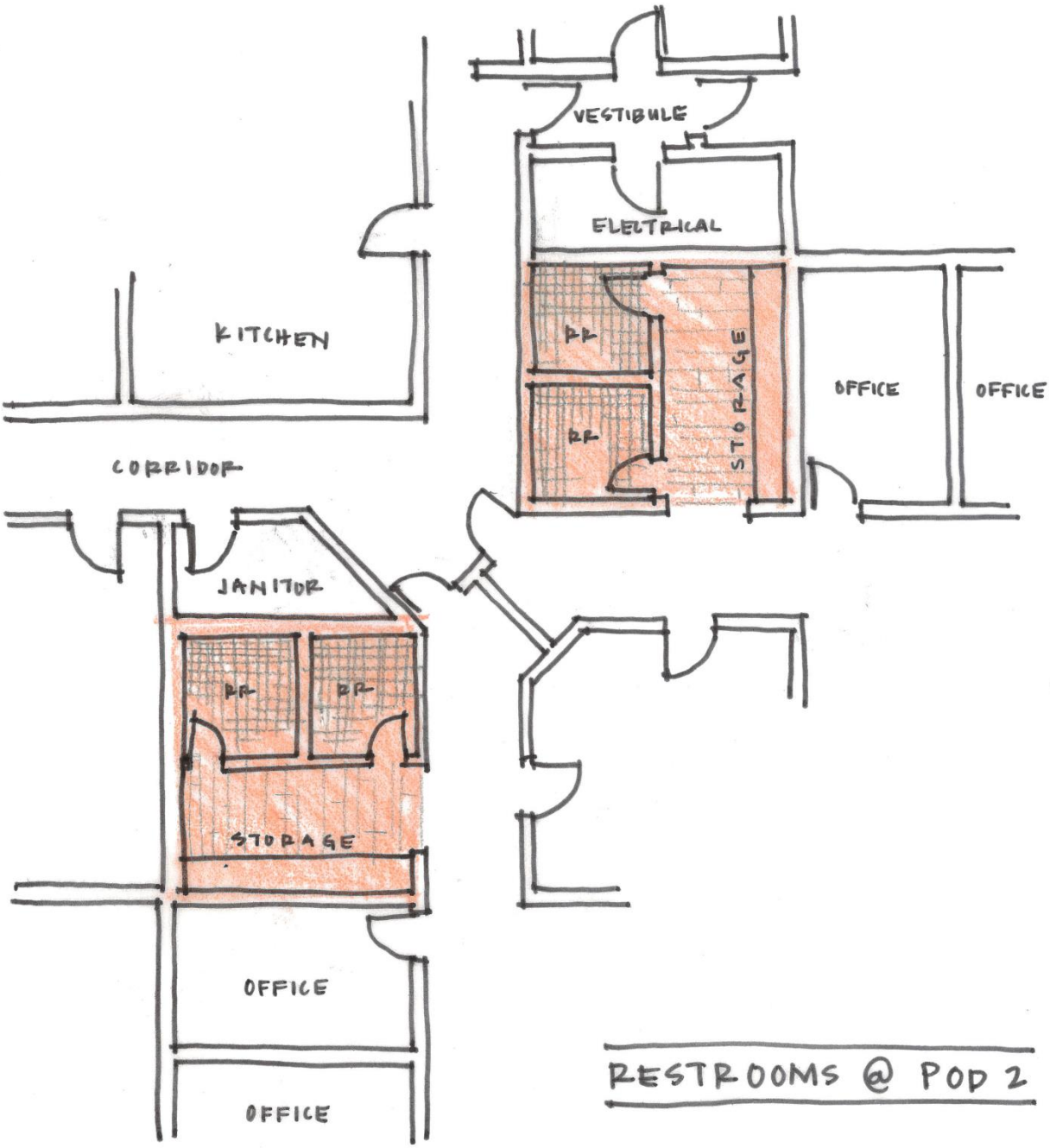
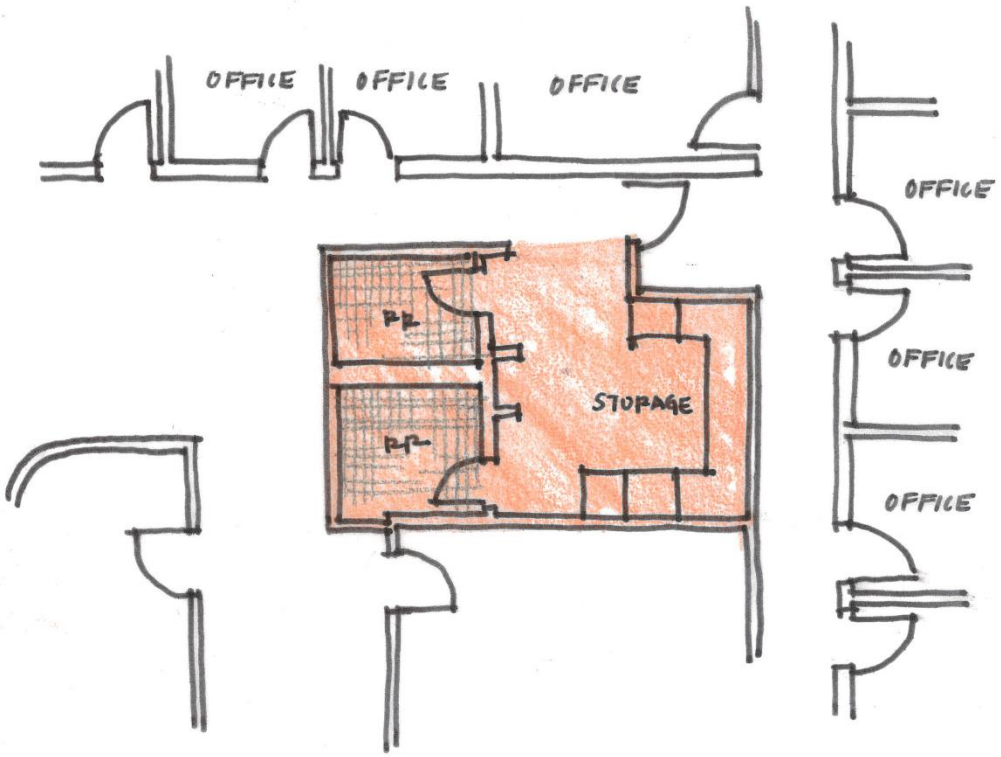


RESTROOMS @ POD 2

15 central square suite 300 youngstown, ohio 44503 **p:** 330.744.4401
1020 goodale boulevard columbus, ohio 43212 **p:** 614.447.9770
www.bshm-architects.com



RESTROOMS @ POD 3

Current conditions include 10 restrooms totaling approximately 1,352 sqft. The number and organization for plumbing fixtures corresponds to the original R-2/B occupancy of the building. All restrooms are designated for men or women except for two, which are located in the center of the residential pods. There are currently 18 toilets/urinals, 17 lavatories, and 8 showers. With a change of occupancy that reflects the current operations of the facility, the plumbing count could be reduced to 6 toilets/urinals, 4 lavatories, and all showers could be eliminated.

After discussions with the Client, the full reduction will not be taken as part of the masterplan renovations. Instead, the proposed renovations include a full demolition of fixtures and finishes for all the existing restrooms and showers which are to be reconfigured for 14 single user restrooms and storage. At least one handicap accessible restroom shall be located at each office pod. By code, if both stalls are handicap accessible, they may be identified as male and female. Otherwise, they are to be identified as unisex restrooms.

At Pod 1A and Pod 1B, two restrooms are to face the corridor as illustrated in the above sketch of Pod 1. These corridor facing entries will provide access from the secured corridor. For outside people using this training room, this configuration will allow them direct access to the restrooms allow the office pods to

continue work without outside interruption. This will require the existing vestibule to be reduced as illustrated in the sketch above.

Alterations include the demolition of all restroom/shower finishes, new suspended 2x2 ACT ceilings and new 2x2 LED lay-in light fixtures, porcelain floor and wall tile, toilet room accessories and the following adjustments for security, HVAC, plumbing and sprinkler systems:

SECURITY
The renovations build upon the existing fab keying access adding fab access equipment at t at the entrance near Pod 1 and the Training room.

HVAC
New branch ductwork and VAV terminals will be provided to accommodate the renovations. The exhaust system will be completely removed. New exhaust fans and ductwork will be installed to accommodate the new space planning.

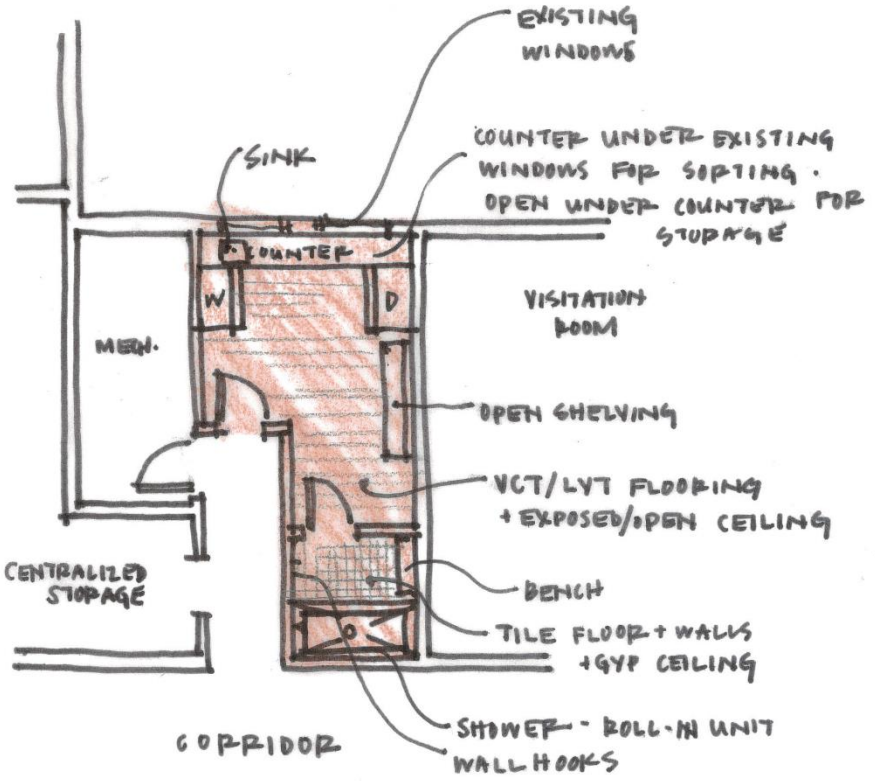
Plumbing
Existing piping will be removed back to piping mains above the ceiling. Existing piping mains will remain. Sanitary piping below the floor will be capped and abandoned. New fixtures will be installed per the architectural plans. New piping will be extended from the existing mains. The existing concrete floor will be sawcut and repaired for the installation of underfloor sanitary piping.

Fire Sprinkler System
Adjustments to the sprinkler heads will need to be made in accordance with the reconfigured areas. Flex Heads have been used for estimating purposes. Provisions during construction will have to be made to coordinate any disruption of service with the local Fire Department and general building operations.
In buildings areas where renovations are planned, the existing sprinkler heads and branch piping will be removed. The existing sprinkler mains will remain. New sprinkler heads and branch piping will be installed to accommodate the renovations. In areas where gypsum board ceilings are removed, and new lay-in ceiling installed to accommodate the HVAC renovation, the existing sprinkler heads will be removed, and new sprinkler heads installed. Existing branch piping will be reused to the extent possible.

This would should be done concurrently with 5/Centralized Storage.

4 Laundry Room and Shower

This section includes recommendations for renovation of the existing laundry room as part of the overall master planning study. This alteration reduces the available laundry area that is not needed for current operations and provides a private shower in the gained floor area.



The existing laundry room is located in the connector between the residential pods and totals 180 sqft. The organization originally included (2) 35 sqft rooms, one for soiled lined and a second for clean linen. These linen rooms are currently repurposed as storage rooms. Because the current needs for laundry service have diminished significantly, the laundry area is to be reduced so that a single shower/tub and changing rooms can be constructed in the area that was once the clean linen room. A bench will be included in the shower room for changing. Also included in the proposed alterations is the addition of a counter along the wall with the existing windows. A sink will be provided at this counter to replace the function of the demo-ed utility sink which whose current location would obstruct the new Laundry Room entry door. The remainder of the counter will remain open for clothes sorting and folding.

HVAC

New branch ductwork and VAV terminals will be provided to accommodate the renovations. A new exhaust fan and ductwork will be added to serve these areas.

Plumbing

The existing utility sink will be removed and replaced with an in-counter sink, but the washer and dryer will stay in relatively the same locations. Existing piping will be removed back to piping mains above the ceiling. Existing piping mains will remain. Sanitary piping below the floor will be capped and abandoned. New fixtures will be installed per the architectural plans. New piping will be extended from the existing mains. The existing concrete floor will be sawcut and repaired for the installation of underfloor sanitary piping.

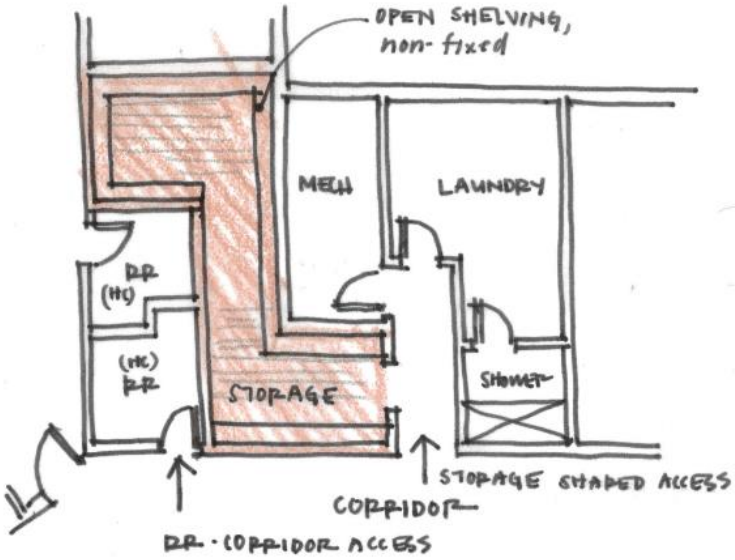
Fire Sprinkler System

Adjustments to the sprinkler heads will need to be made in accordance with the reconfigured areas. Flex Heads have been used for estimating purposes. Provisions during construction will have to be made to coordinate any disruption of service with the local Fire Department, building operations.
In building areas where renovations are planned, the existing sprinkler heads and branch piping will be removed. The existing sprinkler mains will remain. New sprinkler heads and branch piping will be installed to accommodate the renovations.

This work could be executed independently of other proposed renovations.

5 Centralized Storage

This section includes recommendations for renovation of the consolidation of storage as part of the overall master planning study. This alteration centralizes storage that is currently distributed throughout the building.

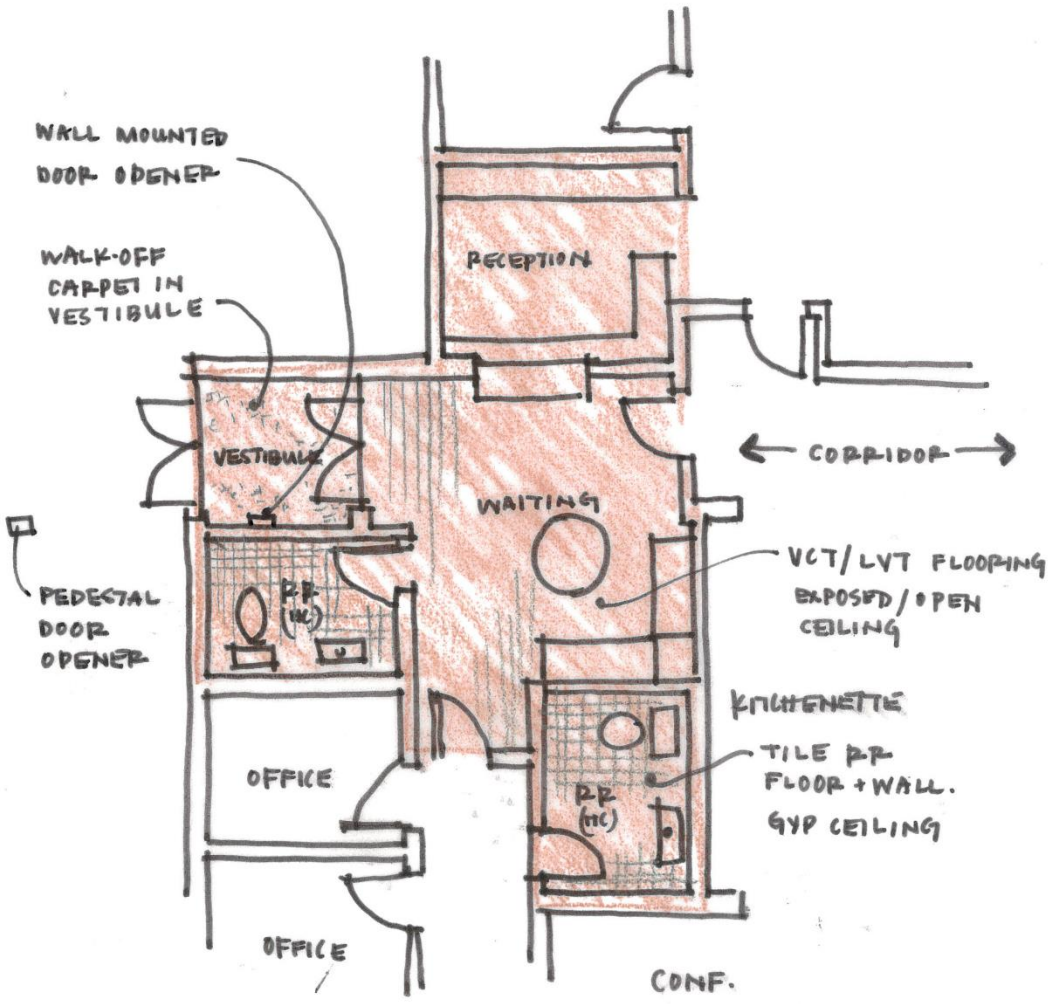


The proposed consolidated location is adjacent to the existing laundry and mechanical rooms. Items are being stored in this area currently and can be expanded due to the gained area by reconfiguring the restrooms. This area is accessible by a shared corridor making access easily available to all staff. The estimate includes costs associated with freestanding, full-height shelving.

This work should be done concurrently with 3/Toilet Room renovations.

6 Main Entry and Reception

This section includes recommendations for the expansion of the Main Entry and reconfiguration of the Reception Area. This alteration proposes a layout that provides adequate access for all visitors.



The current main entry approach and vestibule appears to meet most of the accessibility requirements but does not adequately service the public visitors in wheelchairs. In particular, approaches to doors need to be made wider so that they meet the accessibility standards and allow all people to easily access this public facility. The masterplan layout proposes to reduce the waiting area so that the existing vestibule can be expanded to a double-door entry in lieu of a single-door entry. Outside the vestibule a pedestal will be constructed for an automatic door opener push button. Inside the vestibule, a second push button will be mounted to the wall. The relocation of the restroom will allow for appropriate approach clearances and a new location for the waiting area. Further alterations include the reconfiguration of the reception

area and adjacent doorway access so that all elements in the path of travel of accessible travel meet accessibility requirements. The restrooms will maintain existing access configuration with one single user restroom with access directly from the public reception area and the other single user restroom with access from the secured corridor. As mentioned above in 3/Toilet Room renovations, alterations include new suspended 2x2 ACT ceilings and new 2x2 LED lay-in light fixtures, porcelain floor and wall tile, toilet room accessories and the corresponding adjustments for plumbing, HVAC and sprinkler systems.

The renovations build upon the existing fab keying access adding fab access equipment at the main entry and relocating the fab access at the secured door to the Administration pod. The existing access control system uses legacy controls. Moving the doors would relocate the legacy controls, but new doors would require new control points. The software was updated 5-7 years ago; but the panel would need to be updated for compatibility with the existing legacy controls and the new controls.

Additionally, the renovations build upon the existing infrastructure for the camera surveillance system. All cameras are to be demolished. A new camera is to be installed at the Main Entry. The existing system is COAX analog system and needs to be completely updated. The proposed updates include a IP based system with Cat5 wiring to each location and home run to the controls, which would be located in the existing electrical room. The cameras would be high definition and be monitored across the existing system which could be loaded onto computer and access from any location the Owner chooses.

This work could be executed independently of other proposed renovations.

Refer to Section 5 for Observation of Accessibility Deficiencies.

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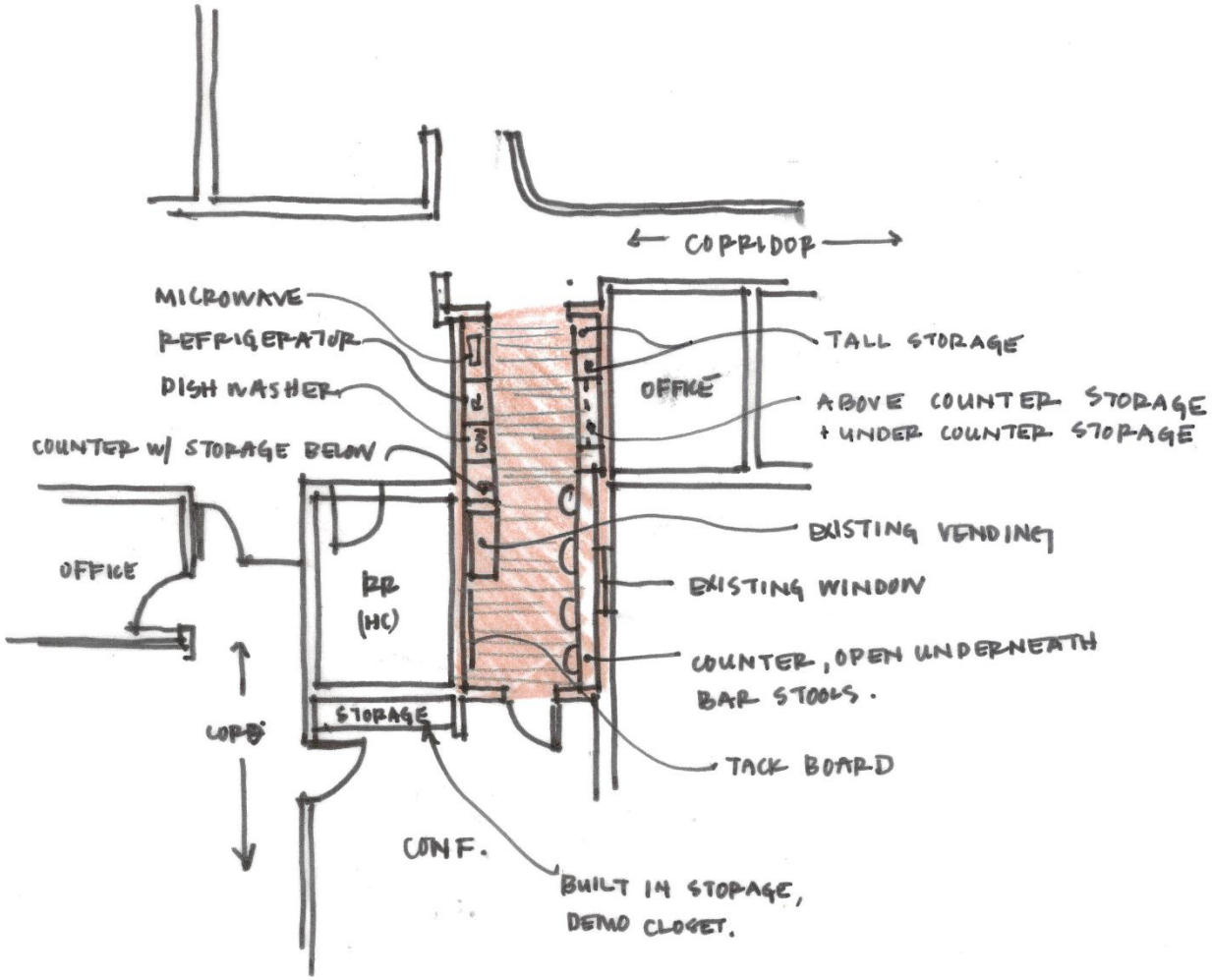
7 Staff Kitchenette

This section includes recommendations for the renovations to the existing staff kitchenette. This alteration proposes a layout that provides seating in the room for staff to enjoy lunch.



The current door configuration from the Conference Room to the Kitchenette does not provide adequate wheelchair approach clearances. The solution to providing adequate clearances, illustrated above, includes the demo of the existing storage room, a new door alignment, and the built-in cabinets for to replace the storage area removed with the removal of the storage room.

The existing kitchenette includes mismatched countertops, cabinets, furnishings, and no space to sit and eat lunch outside of the office pods. The proposed renovation includes the removal off all existing cabinets, counters, flooring, and appliances. The proposed reconfiguration includes one wall of counter with cabinets below and storage above and one shallow depth counter with bar stools underneath for sitting along the window side of the room. Additional storage is added so that counterspace can be clear for food preparation. A commercial refrigerator and microwave are included in the proposed costs.

This work could be executed independently of other proposed renovations.

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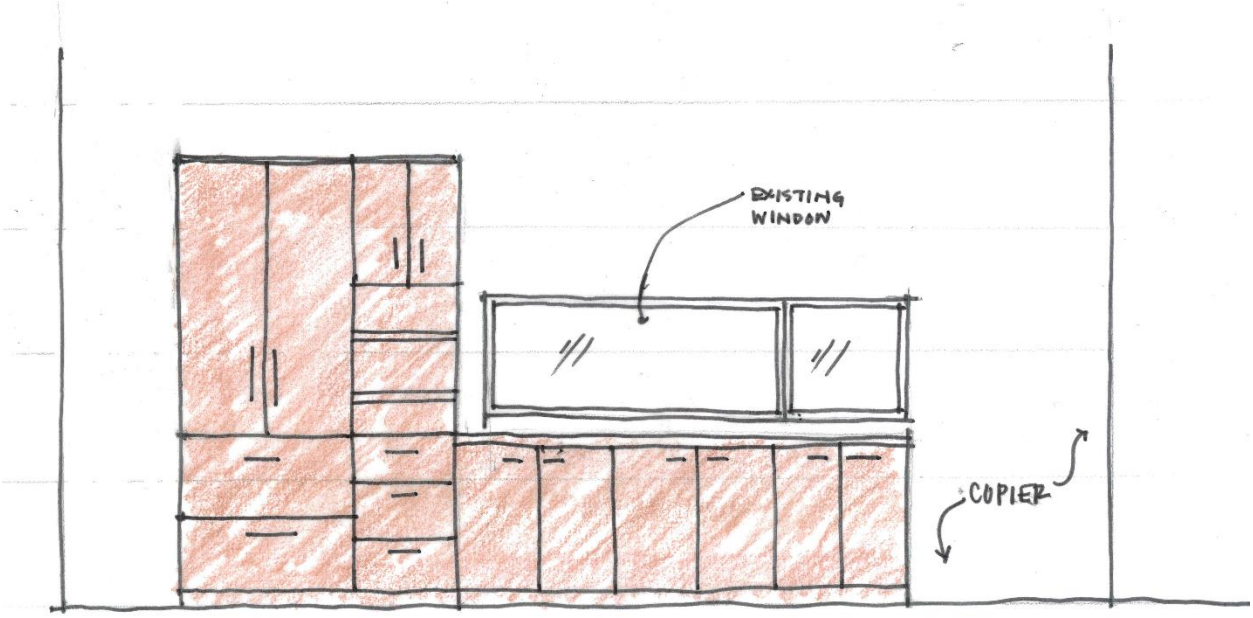
8 Casework in Open Work Areas

This section includes recommendations for the renovations to the open area casework. This alteration proposes new countertop with storage below and above for shared administrative items.



Within each of the grouped office pods, formally residential areas, there is existing wall mounted storage. Adjacent to that storage is a makeshift administration area for copiers, office supplies, and doubles as a kitchenette. The renovations include the addition of a 12' long built-in casework with counter space, full height storage and under counter storage in place of the makeshift administration area. The estimate includes removal of the existing wall hung storage cabinets above the tub heating and patching a repair of that wall.

This work could be executed independently of other proposed renovations.

9 Window Replacements

This section includes recommendations for the selective replacement of windows in the office pods.

Within Office Pods 2 there are a total of 8 fixed windows. This renovation proposes the replacement of these 8 windows for operable casement windows to match the other operable windows in the office pods.

This work could be executed independently of other proposed renovations.

Alternate A- full ACT ceiling replacement

This alternate includes recommendations for the renovations to replace the remainder of the existing hung ACT and gypsum board ceilings not affected by alterations 1-10 above. This includes the Center of the Administration area and corridors (Pod 3), the perimeter of the Office Pods 1A, 1B, 2A, and 2B, and the two double loaded corridors that connect all three pods.

This work should be done concurrently with 1/mechanical renovations.

Alternate B- full LED lighting replacement

This alternate includes recommendations to replace the remainder of the light fixtures not affected by alterations 1-10 above. This includes the Administration pod (minus the restrooms), Office Pods 1A, 1B, 1A, and 2B (minus the restrooms), the corridors and their associated program (minus the reception area, the kitchenette, the kitchen, the storage/laundry, and the visitation suite). This alteration proposes new LED surface mounted or lay-in ceiling fixtures that would effectively replace all the existing lighting in the building with LED fixtures.

This work should be done concurrently with 1/mechanical renovations.

Alternate C- elimination of sprinkler system

This alternate includes pricing to eliminate the existing sprinkler system in its entirety.

During the masterplan process, the Finance Director contacted the Commissioner's office to understand if the elimination of the sprinkler system would adversely affect the facility's insurance premium. The Commissioner's office verified with the insurance carrier that the elimination of the sprinkler system would have no effect on insurance rates, whether the system was eliminated or added to the Administration Pod #3.

Additional discussions were had between the Architect and the State Plan Examiner office as well as between the Finance Director and the Ashtabula County building department regarding the likelihood that the elimination of the entire sprinkler system would be acceptable and in alignment with a Change of Occupancy from a mixed-use R-2/B facility to a B- only occupancy, as it is currently used.

If a sprinkler system is removed, routine maintenance would no longer be necessary. Additionally, ceiling conflicts with lay-in light fixtures would not be a concern and the riser room could be eliminated and used for another program. The system would be dismantled in its entirety, the riser would be cut to the floor and capped at the building entry. The building site includes an underground utility vault that splits the water service into separate domestic water and fire services. The fire line will be disconnected and capped in the vault. Above ground shut-off devices will be removed. No sign of a sprinkler system would be permissible by building inspectors.

In the elimination of the sprinkler system, the smoke detection system would remain. The existing system is and older conventional zoned systems. Current systems are addressable by individual sensor. Because the system is aging, the proposed renovations would include replacing the smoke detector devices and upgrading the fire panel, but using the existing wiring. Installing duct detectors in the HVAC would be part of these upgrades.

The cost estimate reflects a cost for the elimination of the sprinkler system as described in the paragraph above as well as a deduct from each 1-9 proposed renovation as the relocation of sprinkler heads would no longer be part of the renovation scope.

This work should be done concurrently with 1/mechanical renovations.

4 Ohio Building Code (OBC) Analysis

As narrated in the executive summary, the building was built with a mixed-use occupancy for residential and business use groups. The building is currently used for business use group occupancy only. If the building were to be reclassified as a single occupancy for B use group, through a change in occupancy permit, the fire-rated separation between R-2 and B occupancies and each R-2 room would no longer be a requirement. Therefore, fire-rated doors, fire-rated windows, rated penetrations including fire dampers would not be required. Additionally, the partial sprinkler system required by R-2 occupancy would no longer be required and the fire suppression system could be demoed in its entirety. The elimination of the fire suppression system, while no code required, could have cost implications on insurance premiums. The Owner should investigate the cost implication before making a final decision on the elimination of the fire suppression system.

The existing building area was calculated from existing drawings and field conditions at 21,300 sqft. The auditor records the building at 22,886 sqft. The existing building is single-story construction composed of masonry load bearing walls and a heavy timber roof construction. Through code and field condition assessment, the construction is determined to be Type IIB (noncombustible, non-rated), using the IIB exception, allowing heavy timber roofs where 1-hour or less fire-resistance rating is required. Any masterplan alterations will need to be constructed of building elements acceptable within the IIB construction type (Ohio Building Code Table 601).

The tables below include more detailed code analysis. The first table includes information for the existing conditions as a mixed-use building with R-2 and B occupancy. The second table includes information for the proposed change of occupancy as a single use building with a B only occupancy. Besides the elimination of fire rated separations noted above, the change of occupancy reduces the required plumbing fixtures, allowing for the elimination of showers and a reduction in the number of water closets (toilets and urinals) and lavatories. In discussions with the Owner, the full reduction is not desirable. The masterplan alterations account for 2-single user restrooms, one handicap accessible, on each side of each pod.

Existing Code Analysis– mixed-use, Group R-2 and Group B occupancy

Allowable Building Area	IIB, sprinklered 64,000 sqft / V, sprinklered 28,000 sqft
Actual Building Area	21,300 sqft- 22,886(auditor)
Allowable Building Height	4 stories
Actual Building Height	1 story

Plumbing Fixture Counts (OBC Chapter 29)
Existing Group R-2 and B Occupant Load: 52 R-2 occupants + 110 B occupants

Water Closets Required R-2: male 1 wc per 10 occupants= 3/ female 1 wc per 10 occupants= 3
Water Closets Existing: male = 6 / female= 4 / unisex= 2

Lavatories Required: 1 lav per 10 occupants= 6
Lavatories Existing: 13
Bathtubs or Showers Required: 1 shower per 8 occupants = 7
Bathtubs or Showers Existing: 8
Water Fountains Required: 1 wf per 100 occupants = 1 wf
Water Fountains Existing: 4
Service Sink Required: 1
Service Sink Existing: 4

Water Closets Required: B: male 1 wc per 50 occupants=2 / female 1 wc per 50 occupants= 2
Water Closets Existing: male= 3 / female= 3
Lavatories Required 1 lav per 80 occupants = 2
Lavatories Existing: 4
Bathtubs or Showers Required: 0
Bathtubs or Showers Existing: 0
Water Fountains Required: 1 wf per 100 occupants = 2
Water Fountains Existing: 2
Service Sink Required: 1
Service Sink Existing: 1

Masterplan Alteration Code Analysis – single use, Group B occupancy

Allowable Building Area	IIB, sprinklered 92,000 sqft/ IIB, non-sprinklered 23,000 sqft
Actual Building Area	21,300 sqft- 22,886(auditor)
Allowable Building Height	4 stories sprinklers @75', 3 stories non-sprinklered @55'
Actual Building Height	1 story @22'

Plumbing Fixture Counts (OBC Chapter 29)
Proposed Group B Occupant Load: 197+110= 297 occupants
Water Closets Required: male 1 wc per 50 occupants=3 / female 1 wc per 50 occupants= 3
Water Closets Proposed: male= / female=
Lavatories Required 1 lav per 80 occupants = 4
Lavatories Proposed:
Bathtubs or Showers Required: 0
Bathtubs or Showers Proposed: 1
Water Fountains Required: 1 wf per 100 occupants = 3
Water Fountains Proposed:
Service Sink Required: 1
Service Sink Proposed:

5 Observation of Accessibility Deficiencies

When it is readily achievable to do so, businesses and non-profit organizations that serve the public are required to remove architectural barriers in an existing building, when such alterations can be made without much difficulty or expense. This includes social service center establishments such as the Ashtabula County Children Services facility. The Department of Justice's ADA Title II regulations identify the following 4 priorities for accessibility, based on the 2010 ADA Standards for Accessible Design:

1. Accessible approach and entrance
2. Access to goods and services
3. Access to public toilet rooms
4. Access to other items such as water fountains and public telephones

The following observations do not include requirements for auxiliary aids and services such as material in Braille for people who are blind or sign language interpreters for people who are deaf.

Approach and Entrance

At the time of the site visit, the parking lot was covered in snow and parking stall lines were not visible. Looking at aerial images it appears that the parking striping has faded, and handicap spaces are not marked. The asphalt lot should be restriped and include the following:

One standard accessible space in the visitor lot, at least 8' wide with an access aisle that is at least 5' wide.

One van accessible space, at least 11' wide with an access aisle of at least 5' wide, with a minimum 98" vertical clearance.

One standard accessible space in the staff lot, at least 8' wide with an access aisle that is at least 5' wide.

At all locations, accessible spaces are to be located on the closest accessible route to the accessible entrance, and access aisles are to be marked to discourage parking in them. The access aisles are to adjoin an accessible route. The accessible spaces are to be identified with a sign that includes the international symbol of accessibility and is at least 60" above the ground.

The 4' wide paved pathway meets width requirements for lengths under 200'. It appears that the grade changes 2' in elevation over the 90' long pathway, and therefore well under the running slope requirement of 1:20 max.

While the path meets requirements, the landing at the entry door does not. A front approach to the pull side of the door requires 18" maneuvering clearance beyond the latch side plus 60" clear depth. However, the 4' width at the entry door is short of the 5' required width. Additionally, the vestibule in its existing condition appears to meet the accessibility requirements, however, the entry door and vestibule is proving to be too narrow for visitors. The masterplan includes alterations for the widening of the entry vestibule, in exchange for some borrowed space from the lobby.

Access to Good and Services
The building should allow people with disabilities to obtain goods and services and to participate in activities without assistance.

As described in the section above, a more gracious entrance for access to the building is included in the masterplan renovations. Included in this alteration is the approach to and the window to the reception desk. Additionally, the entry to the administration pod that does not meet current accessibility requirements of clear space and counter height, the renovations of the masterplan will address these deficiencies.

The drinking fountains are all surface mounted and project into the access aisles more than 4" but have a bottom edge at 27" or lower above the floor and can remain, although they may be relocated due to restroom alterations.

Tactile signs designating permanent rooms and spaces not likely to change over time, with contrasting and raised characters, Braille, mounted on latch side of the door.

Front approach for pull side of doors is 18" maneuvering clearance beyond the 60" clear depth.

Access to public toilet rooms
All toilet rooms are to be altered and will meet the requirements for handicap accessibility in the public entry, as well as in the office pods. Accessibility standards will be met in the masterplan alterations to correct the accessibility deficiencies in the existing restrooms, which include approach to pull side of the door, maneuverability within the restrooms, clearances in the handicap accessible stalls, fixture mounting requirements, and toilet accessory requirements.

Access to other items
No other items observed appeared to conflict with accessibility standards.

Ashtabula County Children Services

PUBLIC ANNOUNCEMENT OF CONTRACT FOR PROFESSIONAL DESIGN SERVICES

Ashtabula County Board of Commissioners located in Ashtabula, Ohio, announces its intent to contract for professional design services for renovations to the existing Children Services building located at 3914 C Court, Ashtabula, Ohio. The Board invites design firms interested in providing the required services for the Project to submit a statement of interest in the project.

Building History and Masterplan Study

The Ashtabula County Children Services Building is a single-story building constructed in 1985 with the original purpose to house 25 residents and provide administration space. With an approximate area of 21,300 sq ft, the building was organized into three pods connected by double-loaded corridors that provide support program. Two of the pods were intended for residents of the receiving home, while the third was to provide office and treatment space. The connectors provided amenities including: recreation, dining, kitchen, laundry, as well as mechanical and electrical support spaces. Over the years, the nature of the services the county provided changed. The receiving home became a treatment center to assist children with behavioral and mental health needs. This changed the way the building was occupied and used. Today, the building is no longer used as a treatment center, but rather focuses on services for fostering and kinship. In 2022 the agency commissioned a masterplan study to determine the scope of renovations.

The renovations are to include major mechanical upgrades which aim to address aging equipment original to the building, existing moisture, seasonal odor issues, and upgrade the systems to meet current building code requirements for outdoor air, exhaust, and energy efficiency that reflect the current building use group and occupancy type. Renovations will also address current accessibility requirements in the restrooms, replace all restroom finishes, and evaluate the restrooms for best use of space. This includes reducing the quantity of showers to one, which is to be relocated near the laundry room to better serve the current functions of the facility.

A masterplan scope document is available to be emailed upon request to barbara.legeza@jfs.ohio.gov with the subject ‘Masterplan’.

The construction cost is estimated at $2.3 million.

Submission criteria

Include the following as part of the statement of interest:

1. Past performance as reflected in references from previous and current clients for which the firm has provided or is providing similar services; please include a list of 3 relevant projects involving similar services performed by the firm during the past 5 years. Include the following information for each project:

    a. Project owner, name of project and location;
    b. Brief description of the project;
    c. Year services were completed or anticipated completion date;
    d. Other relevant information about the project and the firm's services;
    e. Client reference contact person and phone number;

2. The firm's location and proximity to the site for purposes of attending meetings at the Children Services Building and observing work in progress.

3. Include a statement regarding why the firm would be best suited for this project.

Firms submitting statements of interest for the available contract will be evaluated and ranked in order of their qualifications. Following this evaluation, the firms determined to be most qualified may be asked to meet with Ashtabula County Children Services representatives to present the firm's qualifications and proposed approach for the Project before final selection is made by the Ashtabula County Commissioners. Upon selection of the firm determined to be most qualified to provide the requested services for the Project, compensation and an agreement for services will be negotiated and prepared for the Project

All questions concerning this request shall be directed in writing via email **to Barbara Legeza barbara.legeza@jfs.ohio.gov.**

The Ashtabula County Children Services, and Ashtabula County Commissioners, wish to choose a design firm and begin working immediately with the firm selected. Design professionals wishing to submit a statement of interest for the Project must do so in writing before **4:00 p.m., March 3, 2023**
Submittals received after this time will not be considered.

Please submit via email to Barbara Legeza, Finance Director, Ashtabula County Children Services, **barbara.legeza@jfs.ohio.gov**