



April 25, 2025

Karen LaRocca-Fels, Director  
Ossining Public Library  
53 Croton Avenue  
Ossining, NY 10562

Re: Ossining Public Library (OPL)  
OPL Renovation/Alteration Project  
Additional Services Request #3 (ASR3) – Acoustical Consulting

Dear Karen,

Lothrop Associates Architects D.P.C. (LAA) proposes to amend its original Agreement dated April 20, 2023 to include the following Additional Acoustical Consulting Services for the Project.

**Scope of Additional Services:**

Our sub-consultant Lewis S. Goodfriend & Associates (LSGA) will provide the following services:

1. Schematic Design Meetings: Attend two (2) virtual Schematic Design Phase meetings with LAA and OPL to provide input regarding acoustical issues to the design team.
2. Design Goals: Based upon industry standards, specific project requirements, and the applicable noise regulations, identify the interior and property line sound level design goals for the critical spaces and the site of the project.
3. Site Visit and Measurements: Meet with LAA and OPL at the building on one occasion during the daytime hours to observe the proposed locations of the HVAC equipment relative to the surrounding residential properties. During this site visit, LSG&A will measure the existing sound levels for an appropriate period of time using one of LSG&A's portable sound pressure level analyzers.
4. Download and Analyze Data: Return the baseline acoustical data to LSG&A's laboratory for proprietary spreadsheet-based analysis. The data will be organized into appropriate charts and figures for presentation.
5. 50% Design Drawing Review: Review one set of 50% mechanical design drawings for the library Renovation Project.
6. 50% Design Development Meetings: Attend two (2) virtual Design Development Phase meetings with LAA to provide input regarding acoustical issues to LAA with respect to the referendum submissions.
7. Interior HVAC Evaluation: Based upon the 50% mechanical design drawings and sound data for the proposed equipment, evaluate the expected sound pressure levels due to the HVAC system for representative critical spaces. Develop conceptual noise and vibration control recommendations for the HVAC system to meet the acoustical design goals. HVAC unit location and vibration isolation will also be evaluated.
8. Outdoor Mechanical Noise Evaluation: Based upon the 50% mechanical design drawings and sound data for the proposed equipment, calculate the expected sound pressure levels due to exterior mechanical equipment at the nearest property lines. The results of this evaluation will be compared to the applicable

limits of the noise regulations. LSG&A will develop conceptual noise control recommendations to reduce the acoustical impact at the neighboring properties.

9. Pre-Referendum Documentation: LSGA will prepare a pre-referendum acoustical report summarizing the project design goals and recommendations for the HVAC sound and vibration. These recommendations will be in written form and also include sketches and information on products and manufacturers.

**Compensation:**

For our additional Pre-Referendum acoustical consulting services, we propose an additional Lump Sum Fee of Eighteen Thousand Seven Hundred Dollars and Zero Cents (\$18,700.00). This Lump Sum Fee is itemized as follows:

1. LSGA:	\$17,000.00
2. <u>LAA Markup (Per Prime Agreement):</u>	<u>\$1,700.00</u>
3. Total:	\$18,700.00

**Reimbursable Expenses:**

Any costs incurred for these Additional Services for the Project such as mileage for travel to and from the library, printing, photographs, delivery service, consultants, and building department consultant and filing fees shall be billed to you at cost times a 1.10 multiple. We estimate and recommend an additional \$1,000.00 allowance be added for reimbursable expenses.

If the foregoing meets with your approval, please sign below and return a copy for our records. Thank you.

Yours very truly,



Bob Gabalski, AIA  
Principal

For Ossining Public Library:  
Karen La Rocca-Fels, Director

For Lothrop Associates Architects D.P.C.:  
Robert A. Gabalski, AIA - Principal

\_\_\_\_\_  
(Printed Name) (Title)

Robert A. Gabalski Principal  
(Printed Name) (Title)

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(Signature) (Date)

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(Signature) (Date)