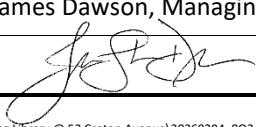


ADDITIONAL SERVICE REQUEST #1			
Date	February 4, 2026		
Project Name	Ossining Public Library @ 53 Croton Avenue, Ossining, NY		
Client / Representative	Lothrop Associates Architects D.P.C., Ms. Kathleen Sowle		
CMTA Project Number	8034-80-001		
GENERAL STATEMENT			
<p>Based on additional work requested to be performed, this document serves to formally request additional fees for the above-mentioned project in accordance with CMTA's fee proposal dated 1/20/26 executed by Mr. Karen LaRocca-Fels.</p>			
SCOPE OF WORK			
<p><u>Item #1 – Overhead Paging System Design & Implementation Management</u></p> <p>We understand that Ossining Public Library (OPL) would like to consider a new overhead paging system with a digital interface that can support pre-recorded and ad-hoc announcements throughout the library with new speakers zoned for different areas and floors. CMTA will provide the following scope of work associated with the design and implementation management of a new paging system.</p> <ul style="list-style-type: none"> ▪ Meet with the OPL team to review system capabilities, coverage areas, and zoning requirements. ▪ Review architectural plans for renovation areas and survey existing conditions in other areas to confirm ceiling height and type in each area. ▪ Provide recommendations on the system and speakers and review the capabilities with the team to confirm it meets project requirements. ▪ Provide budgetary costs for materials and installation of the proposed system to confirm it fits within the overall project budget. ▪ Prepare drawings and specifications for the provision, installation, set-up, and commissioning of the new paging system for bid and construction. ▪ Review pricing from the bidders to confirm scope and costs are accurate. ▪ Review data sheet submittals and shop drawings against the design for accuracy. ▪ Assist with field related issues and address contractor questions during installation. ▪ Witness system testing and commissioning upon completion. 			
COMPENSATION			
<p>The total additional fee requested is the lump sum of \$7,000.00, exclusive of reimbursable expenses.</p>			
EXECUTION			
<p>Please sign below authorizing the work to be performed in accordance with the listed fee stated above.</p>			
Author	James Dawson, Managing Principal	Approved By	
Signature		Signature	