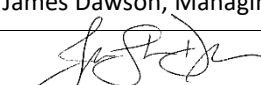


ADDITIONAL SERVICE REQUEST #1			
Date	February 4, 2026		
Project Name	Ossining Public Library @ 53 Croton Avenue, Ossining, NY		
Client / Representative	Lothrop Associates Architects D.P.C., Ms. Kathleen Sowle		
CMTA Project Number	8034-80-001		
GENERAL STATEMENT			
Based on additional work requested 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.			
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			
The total additional fee requested is the lump sum of \$7,000.00, exclusive of reimbursable expenses.			
EXECUTION			
Please sign below authorizing the work to be performed in accordance with the listed fee stated above.			
Author	James Dawson, Managing Principal	Approved By	
Signature		Signature	