



# Potter Architects

Architecture and Planning L.L.C.  
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MEMBER OF  
AMERICAN INSTITUTE OF ARCHITECTS  
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Registered Architects

Licensed Professional Planners

Established 1932

June 14, 2012

Mr. James J. Damato, Esq.  
Board Secty/General Counsel  
Union Twp. Board of Education  
2369 Morris Avenue  
Union, NJ 07083

UHS Cafeteria and Kitchen HVAC Upgrades  
2350 North 3rd St., Union, NJ  
LETTER OF RECOMMENDATION

Project No. 12-021

Dear Jim:

This letter will serve as a recommendation to you with regard to the above referenced project. Bids for this project were received on June 14, 2012.

The low bidder is Envirocon, LLC, 490 Schooley's Mountain Rd., Hackettstown, NJ 07840 / phone 908-813-1600 / fax 908-813-0460 / email: Envirocon@juno.com / contact: Arun Gupta.

We have received positive responses from submitted references.

We are recommending the award of the following: Base Bid - \$585,717 and Alt A-1 -\$223,717.

The total recommended bid award is \$809,434, including a \$50,000 contingency allowance. The pricing is within the architects' budget estimate.

The Board's Attorney should review the bid package for conformity as to enclosures required.

Please be sure that your award letter also serves as the NOTICE TO PROCEED with preparation of Start Up Documents. You may also want to make mention that the timelines and liquidated damages will be STRICTLY ENFORCED. Please be sure to copy our office so that we can prepare the AIA Owner-Contractor Contract. Please obtain a current Wage Rate Determination, which will become an attachment to the Contract. This information is printable from website:  
<http://www.nj.gov/labor/lssc/lspubcon.htm>.

If you have any questions, please do not hesitate to contact me. Thank you.

Sincerely,

Thomas R. Potter AIA, Project Architect