



ARCHITECTURE
ENGINEERING
CONSTRUCTION

8 RIDGEDALE AVENUE
CEDAR KNOLLS, NJ 07927
www.eiassociates.com
TELEPHONE (973) 775-7777
FACSIMILE (973) 775-7770
E-MAIL: info@eiassociates.com

28 February 2018
7046-10184 R1

Via Email (gbrennan@twpunionschools.com) and Mail

Township of Union Public Schools
2369 Morris Avenue
Union, NJ 07083

Attn: Mr. Gregory E. Brennan
School Business Administrator/Board Secretary

**Re: Proposal for Architectural and Engineering Services
Township of Union Board of Education Exterior Wall Repair Study**

Dear Mr. Brennan:

EI Associates is pleased to submit this proposal to the Township of Union Public Schools to provide professional architectural and engineering services covering the Township of Union Board of Education Building Exterior Wall Repair Study. From information gathered during our 3 January 2018 site visit and discussions with Barry Loessel, Director of Building and Grounds, we clearly understand the objectives of the District. We are confident that we are well qualified to execute this project on your behalf. This proposal covers an Exterior Wall Repair Study to determine the cause of the current wall condition and prescribe an appropriate repair that addresses the ongoing issue. Thank you for this opportunity to assist Township of Union Public Schools.

EI Associates has been providing professional design services to the K-12 educational community for over 73 years. We have a highly integrated and professional in-house staff of educational planners, architects and engineers of all disciplines to support all of your facility and program needs. We have successfully completed similar exterior wall repair study for several school districts including Little Falls, Metuchen, South Orange and Maplewood, Summit, Metuchen, Newark, East Orange and Park Ridge schools. Our team is well qualified and we are prepared to commence work promptly on this assignment following receipt of a Board resolution referring to this proposal.

PROJECT DESCRIPTION

The Township of Union Public Schools intends to perform repairs of a damaged exterior wall at the garage and toilet rooms of the one story Board of Education building. The exterior brick wall is bowing and has large vertical and horizontal cracks inside and outside of the garage and the toilet rooms walls and floors are cracked. The cracks are extensive and have exposed the wall to water infiltration and further deterioration. The cracks may be the result of significant settlement and therefore a structural evaluation is recommended.

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In order to identify the cause, EIA proposes to conduct a study to evaluate the existing conditions and develop a recommended course of action to remediate the condition. Our study will cover:

- Review of all documentation provided by the District including available record drawings and reports.
- Visual inspection by our structural engineer.
- At the conclusion, we will submit a written report describing the existing condition and our recommendation for repair. We will also submit a proposal to provide detailed design services to repair the wall.

COMPENSATION


EI Associates proposes to provide the specific professional services described above for the lump sum fee of Twelve Thousand Dollars (\$12,000) including a geotechnical report. Invoices will be submitted monthly and will be due and payable within 30 days. The enclosed Business Terms shall apply to this project.

Our staff is available to commence work on this assignment promptly following receipt of a Board Resolution referring to this proposal. Should you require any additional information, please contact us and we will respond promptly.


Thank you for this opportunity to assist the Township of Union Public Schools.

Very truly yours,

EI ASSOCIATES
Architects &
Engineers, PA



Ralph Nashed, AIA Assoc.
Sr. Project Manager



Richard Basta, AIA, CID, LEED
Sr. Vice President - Design

Cc: EI Distribution