

ECLECTIC ARCHITECTURE LLC

FINE DESIGN & HISTORIC PRESERVATION

20 MUNICIPAL DRIVE
PHILLIPSBURG, NEW JERSEY 08865-7800
PHONE 908-387-8630 - FAX 908-387-1493

PROPOSAL FOR PROFESSIONAL SERVICES

May 24, 2016

Mansfield Township Open Space, Farmland Preservation,
Conservation, Historical & Recreation Advisory Committee
100 Port Murray Road
Port Murray, NJ 07865
908-689-6151
Dena Hrebenak - dhrebenak@mansfieldtownship-nj.gov
Brad Smith - bradsmith@comcast.net

RE: Mount Bethel Methodist Episcopal Church

Re: 2016 County Municipal and Charitable Conservancy Trust Fund Grants

A. STATEMENT OF PROBLEM

Warren County has announced the 2016 MCCTF grant round with applications being due on or by 4pm on June 17, 2016. Grants are possible for land acquisition, historic structure acquisition or historic structure restoration. Mansfield Township has resolved to hire Eclectic Architecture to author a grant application for the next phase of the restoration at the Mount Bethel Church.

B. SCOPE OF WORK

Eclectic Architecture will develop the scope of work with input from the Township, compile the grant applications and submit the applications. In addition, Eclectic Architecture will represent the Township and present the project at the site visit by the review Committee and at the review Committee meetings.

C. PROJECT SCHEDULE

Because of the late start, the application will be fast-tracked. No issues with the schedule are anticipated. Following the necessary components from the Township, the application will be submitted the week of June 17th. In previous years, the review Committee sets site visits and evening presentations in late August and early September. Final decisions for grant award recommendations are typically announced in October or November. The Board of Chosen Freeholders review recommendations and award grants typically in December.

Other Conditions

1. All work conducted will be based upon all applicable Federal and State standards for the treatment of historic structures.
2. The project team will meet or exceed the requirements for historians, architectural historians and architects established in 36-CFR-61 Professional Qualification Standards.
3. Work products are owned by and copyrighted by Eclectic Architecture, LLC as instruments of service. The Client is granted a license to reproduce them solely for the purpose of current and future work. In addition, a license is granted for the reproduction of the work product for the purposes of public awareness and education as long as full credit is given to Eclectic Architecture, LLC and/or the Architects. Any other use of the copyrighted materials without full and fair financial compensation and credit will be considered a copyright infringement.



Michael J. Margulies, Architect, AIA

Accepted by: Dana Cherebin Date: 6/14/16

Printed Name: Dana Cherebin



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20 MUNICIPAL DRIVE
PHILLIPSBURG, NEW JERSEY 08865-7800
PHONE 908-387-8630 - FAX 908-387-1493

PROPOSAL FOR PROFESSIONAL SERVICES

January 11, 2017

Mansfield Township Open Space, Farmland Preservation,
Conservation, Historical & Recreation Advisory Committee

c/o

Dena Hrebenak, Municipal Clerk

100 Port Murray Road

Port Murray, NJ 07865

908-689-6151

dhrebenak@mansfieldtownship-nj.gov

RE: Mount Bethel Methodist Episcopal Church – “Phase II”

A. STATEMENT OF PROBLEM

The Mount Bethel Methodist Church was built in 1844 and placed on the National Register of Historic Places in 1980. The structure is a superb example of mid nineteenth century rural Greek Revival ecclesiastical architecture. In 2014 the church was purchased by the Township of Mansfield.

Previously, Eclectic Architecture has successfully spearheaded the completion of “Phase I” emergency stabilization and restoration at the church. In the fall of 2016, Eclectic Architecture secured additional funding for “Phase II” from the Warren County Municipal and Charitable Conservancy Trust Fund. The funding from the grant round amounted to \$131,000. The committed match from the Township was \$70,700 with a minimum commitment stipulated by the County of \$32,750.

The grant award did not include funding for the proposed Preservation Plan although it is still recommended as a parallel project with the capital “Phase II” project.

B. SCOPE OF WORK

The capital project will have two distinct parts both in what is referred to as “Phase II”. The first will be the building envelope restoration. This will include the professional services to develop a set of construction documents for the stabilization/restoration of the exterior doors, windows and masonry. A second task includes professional services for the design and development of a site plan. This task would include site drainage and improvements for the intended future use of the property.

C. PROJECT SCHEDULE

From the date of authorization to proceed, it is estimated that the task will take five weeks to develop preliminary drawings and specifications. The finalization of the documents will depend on factors such as the review process of the municipality. The projects will be developed separately to allow for individual bidding and execution. It is anticipated that construction would be able to be bid in the late spring or early summer with the site work potentially being bid and completed prior to the building envelope project.

The proposed Preservation Plan would result in a complete guide to the history, present conditions and future short-range and long-range goals of the historic site. A plan of this type is important for the sustainability and funding of historic sites as well as communicating the interpretation and use of the resource. The project was discussed previously and can be defined further if the Township opts to follow through with the Preservation Plan. It is recommended that the Preservation Plan to be completed in conjunction with the site work for the intended use since the planning will play a significant role in the potential site improvements. Because the County does not currently fund planning exercises, funding was secured as part of the 2016 grant round and it is understood that the planning work may be done at a later time.

D. PROJECT FEES

Total project fee for "Phase II" professional services \$22,500

This includes all professional services as defined in the "Phase II" project which received partial funding from Warren County.

~~**Optional fee for the development of a Preservation Plan \$33,000**~~

~~This fee is submitted separately with the understanding that the task may not be executed by the Township at this time.~~

No additional services are anticipated with this proposal. However, any additional services as directed by the Client would be billable at hourly rates and could include:

1. Duplication of efforts including the repetition of tasks.
2. Changes to the scope of work.
3. Excessive meetings requested by the Client which may infringe on time required for the execution of the contract.
4. Denial of access to the site during hours mutually beneficial to both parties.
5. Any work not specifically described above.

Hourly Rate Schedule for all tasks:

Principal Architect	\$120.00
Draftsman/Technician	\$ 75.00
Administrator	\$ 55.00

E. PROJECT TEAM

Michael J. Margulies, AIA, owner of Eclectic Architecture, LLC, will be the direct contact for the Client. Chris Carson, the staff Historic Preservation Specialist, will also be involved with the project during the assessment and recommendation tasks.

The education and experience of the firm of Eclectic Architecture meets the requirements established in 36-CFR-61 Professional Qualification Standards.

Invoicing

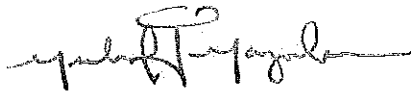
Invoices will be submitted monthly and payment is due within 45 days of the date of the invoice.

Client Responsibilities

1. Provide timely information and decisions. This includes simply supplying EA with answers to questions regarding the site, operations, etc. in the interest of the project.
2. Supply EA with all information that affects the project.

Other Conditions

1. All work conducted will be based upon all applicable Federal and State standards for the treatment of historic structures.
2. The project team will meet or exceed the requirements for historians, architectural historians and architects established in 36-CFR-61 Professional Qualification Standards.
3. Billing rates and fees are subject to change if there is no contract agreement before June 1, 2017.
4. Work products are owned by and copyrighted by Eclectic Architecture, LLC as instruments of service. The Client is granted a license to reproduce them solely for the purpose of current and future work. In addition, a license is granted for the reproduction of the work product for the purposes of public awareness and education as long as full credit is given to Eclectic Architecture, LLC and/or the Architects. Any other use of the copyrighted materials without full and fair financial compensation and credit will be considered a copyright infringement.



Michael J. Margulies, Architect, AIA

Accepted by: Dena Uhebenak

Date: 1/31/2017

Printed Name: Dena Uhebenak

E C L E C T I C
ARCHITECTURE
LLC
FINE DESIGN & HISTORIC PRESERVATION

MEMO

Project: Mount Bethel Church – Phase II
Date: May 1, 2018
Re: April 25th bid opening

The budget for Phase II was set at \$282,800.
\$70,700 was dedicated by the Township as a grant match and \$212,100 was requested.
The grant request was reduced by \$33,000 by eliminating the planning work.
A grant was awarded for \$131,000.
With the dedicated funding of \$70,700, the total dedicated project funding is \$201,700.
Total dedicated funding for professional fees were established at \$22,000.
Total dedicated funding for construction would be \$179,700.

Two bid packages were received by the Township. Bid packages were not reviewed for administrative completeness by our office but the following observations are offered.

Kunzman Construction bid

- The form of proposal did not appear to be properly responsive.
- Alternate was specified as a "Deduct" but was noted on the form of proposal as an "Add" creating a base bid that did not reflect the scope of work.
- Unit Price #1 (joint packing) and #2 (pointing) were omitted from the bid package
- It appears that the cost for the base scope of work would be \$148,148.53 (listed as base) plus \$68,000.00 (Alternate #1 "Add") totaling \$216,148.53 but this would need to be verified by the bidder.

Charles Mann General Contracting, Inc. bid

Base bid for entire scope of work	\$339,900
Bid with deduct of Alternate #1	\$263,330
Bid with deduct of Alternate #2	\$202,050
Bid with add of Alternate #3	\$210,550
Unit Price #1	\$18/s.f.
Unit Price #2	\$42/s.f.

WARREN COUNTY
DEPARTMENT OF LAND PRESERVATION
500 MT. PISGAH AVE.
P.O. Box 179
OXFORD, NEW JERSEY 07863

COREY J. TIERNEY
DIRECTOR



Telephone: (908) 453-3252
Fax: (908) 453-3150
ctierney@co.warren.nj.us

July 3, 2018

Michael Margulies
Eclectic Architecture
20 Municipal Drive
Phillipsburg, NJ 08865

RE: 2018 MCCTFC Application - Mount Bethel Community Center

Dear Mr. Margulies:

The **site visit** for the Mount Bethel Community Center is scheduled for **Saturday, August 18th at 12:35 p.m.** Please be sure to have a representative available onsite to answer any questions the Committee members may have.

Your **presentation** to the MCCTFC is scheduled for **Monday, September 10th at 9:20 p.m.** The presentation should be approximately 15 minutes in length, including the 8-minute video/PowerPoint presentation portion. A computer projector and DVD player are available for use in the meeting room.

Please contact me via email (clroberts@co.warren.nj.us) or phone (908-453-2650 x2) to confirm your or a representative's attendance at both the site visit and the presentation and provide contact information in case we need to reach you during site visits.

Thank you in advance for your time and cooperation. Please contact our office with any questions or concerns.

Sincerely,

Christina L. Roberts
Administrative Clerk

c: Shirley Kocher, Mayor

AGREEMENT

This Agreement ("Agreement") made this 12th day of July, 2018 by and between:

Township of Mansfield, a Municipal Corporation of the State of New Jersey,
having its principal offices at:
100 Port Murray Road
Port Murray, New Jersey 07865

and

Kunzman Construction
238 Oak Summit Road
Pittstown, NJ 08862

WITNESSETH:

WHEREAS, the Township of Mansfield ("the Township") desires to have the Building Envelope Restoration completed on the Mount Bethel Church Project; and

WHEREAS, the project was awarded after a request for quotations was made by the Township pursuant to N.J.S.A. 40A:11-6.1 and

WHEREAS, Kunzman Construction ("Contractor") submitted the lowest responsive price quote.

NOW, THEREFORE IN CONSIDERATION of the mutual covenants and agreements herein contained, the parties hereby agree and covenant as follows:

1. Purpose and Term: The Township agrees to retain Contractor to provide building envelope restoration services pursuant to the proposal.
2. Incorporation of Request for Quotes: Contractor agrees to perform the services in accordance with the Request for Quotes made by the Township Architect, the Proposal submitted by the Contractor dated April 25, 2018 (attached hereto as Schedule A) and incorporated by reference) this Agreement, and in accordance with all Federal, State and Local Laws, Administrative Codes or applicable regulations of any Federal, State or Local Agencies regarding such services.
3. Term of Contract: The work shall be completed within 90 days of signing of contract.
4. Compensation: The contract price includes the building envelope restoration of the Mount Bethel Church inclusive of Alternate #3. The price of \$157,748.53 includes the equipment necessary to perform these services pursuant to Contractor's proposal.
5. Permits and Licenses: Contractor agrees to obtain, at its own expense, all licenses and/or permits required by any Federal, State and Local laws, Administrative Codes or applicable regulations of any Federal, State or Local agencies to complete the process. Contractor shall provide the Township with proof of such licenses/permits upon request.
6. Insurance and Indemnification: In accordance with the provisions of this Agreement, as a condition precedent to the Township's obligation to execute this agreement, the Contractor

is required to submit evidence (consisting of Certificates of Insurance) satisfactory to the Township showing that the Contractor has obtained all insurance coverages required herein. Neither the Contractor nor any of the Contractor's agents, employees or subcontractors is permitted to enter the site or to perform any work on the Agreement unless all of the insurance required by the Agreement is in effect.

Nothing contained in this Article entitled "Insurance and Indemnification" or in the Contract Documents shall be construed as limiting the extent of the Contractor's ability for claims for damages resulting from or related to the Contractor's Operations under this Agreement.

All insurance required hereunder (except Workers Compensation Insurance policy) shall include the interests of the Township, who shall be listed as an additional insured on such policies. Contractor waives all rights of subrogation against the Township in such policies for all losses or damages caused by any of the perils covered by such policies and all such policies shall contain a waiver of subrogation in favor of the Township.

Any provision of any Certificate of Insurance issued by or submitted to the Township by or on behalf of the Contractor, any insurance agent and or any insurance company, which provision seeks to abrogate, make conditional or avoid any representation to the Township that the insurance coverages listed in such Certificate exist or which seeks to provide that such coverages may not be in effect or may not remain in effect for the duration of the proposed contract, shall be NULL and VOID and of NO FORCE or EFFECT. The act of issuing and/or submitting the Certificate of Insurance shall be irrefutable evidence that the Township may rely upon the coverages set out in the Certificate as currently existing and remaining in effect until completion of the Agreement.

The Contractor shall purchase and maintain, at its sole expense, insurance as will provide protection from claims and liabilities which may arise out of or result from Contractor's performance and furnishing of the work and Contractor's obligations under the Agreement, whether it is to be performed or furnished by the Contractor, by any of Contractor's sub-contractors or sub-contractors (of any tier) by anyone directly or indirectly employed by any of them to perform or furnish any work, or by anyone for whose acts any of them may be liable, with companies satisfactory to the Township, as follows:

- a. Commercial General Liability: \$1,000,000 each occurrence/\$2,000,000 aggregate
For bodily injury and property damage liability
- b. Personal Injury Liability: \$1,000,000 each occurrence
- c. Products Completed Operations: \$1,000,000 each occurrence
- d. Medical Payments: \$10,000
- e. Automobile Liability: Owned, Non-Owned & Hired Automobiles:
\$1,000,000 each occurrence
- f. Workers Compensation : NJ Statutory Benefits

Employers Liability Limit: \$1,000,000

7. Responsibility for Damages and Claims, Indemnification and the Assumption of Defenses:

The Contractor, to the fullest extent permitted by law, hereby agrees to indemnify and hold harmless the Township, its officers, directors, boards, commissions, agents and employees from any and all claims, judgments, demands for damages and expenses including but not limited to attorneys' fees, arising out of, by reason of, on account of, in consequence of, or in connection with the work and operations of the Contractor, arising from losses to any persons or property, caused by the Contractor, its directors, officers, employees, guests, invitees, sub-contractors and any other person(s) or entity(ies) to which this agreement applies.

To the fullest extent permitted by law, the Contractor shall assume the defense of and indemnify and keep indemnified and hold harmless the Township, its officers, agents and employees from an against all claims, demands, liability, suits, losses, costs and expenses of any kid which: (a) result from or are alleged to result from or arise out of the performance of the Agreement and (b) are attributable to bodily injury, sickness, disease, disability or death or to damage to or destruction of property, including the loss of use thereof. It is understood and agreed that this obligation is a broad form indemnification agreement requiring indemnification and assumption of defenses based upon the relatedness or alleged relatedness of claims, demands, liability, suits, losses, cost or expenses to the Work. Neither the indemnification nor the assumption of defense obligation is dependent on the fault of the Contractor.

The Township is entitled to this indemnification and the assumption of their defense by the Contractor regardless of whether it is partially responsible for the claim, demand, liability, suit, loss, cost or expense. Only if the Township is solely responsible for the claim, demand, suit, loss, cost or expense, would it not be entitled to indemnification and/or to the assumption of its defense by the Contractor.

In any and all claims against the Township or any of their agents or employees by any employee of the Contractor, any Subcontractor, any other person or organization directly or indirectly employed by it or anyone for whose acts it may be liable, the indemnification and defense obligation under this subsection shall not be limited to or in any way be any limitation on the amount or type of damages, compensation or benefits payable under workers compensation acts, disability acts or other employee benefit acts.

The whole, or so much of the monies due under and by virtue of the Agreement as shall be considered necessary by the Township, may be retained by the Township until all claims, demands, liability, suits, losses, costs and expense of any kind have been settled and evidence to that effect is furnished to the satisfaction of the Township.

8. Statutory and Other Requirements:

- a. Mandatory Affirmative Action Certification: No firm may be issued a contract unless it complies with the affirmative action regulations of N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127).
1. Procurement, Professional and Service Contracts: All successful vendors must submit, within seven days after the receipt of the notice of intent to award the contract or the receipt of contract, one of the followings:
 - i. A photocopy of a valid letter for an approved Federal Affirmative Action Plan (good for one year from the date of the letter), or
 - ii. A photocopy of an approved Certificate of Employee Information Report, or
 - iii. If the vendor has none of the above, the public agency is required to provide the vendor with an initial Affirmative Action Employee Information Report (AA-302).
 2. Construction Contracts: All successful contractors must submit within three days of the signing of the contract an Initial Project Manning Report (AA201 - available upon request from the State's Affirmative Action Office) for any contract award that meets or exceeds the bidding threshold.
- b. Americans with Disabilities Act of 1990: Discrimination on the basis of disability in contracting for the purchase of bids and services is prohibited. The Contractor is required to read Americans With Disabilities language that is part of this specification and agrees that the provisions of Title 11 of the Act are made a part of the contract. The Contractor is obligated to comply with the Act and to hold the Township harmless.
- c. Stockholder Disclosure: Chapter 33 of the Public Laws of 1977 provides that no corporation or partnership shall be awarded any contract for the performance of any work or the furnishing of any materials or supplies, unless, prior to the receipt of the bid or accompanying the bid of said corporation or partnership, there is submitted a statement setting forth the names and addresses of all stockholders in the corporation or partnership who own ten percent or more of its stock of any class, or of all individual partners in the partnership who own a ten percent or greater interest therein. Form or Statement shall be completed and submitted at the time of signing this contract if not previously provided with the bid proposal.
- d. Proof of Business Registration: N.J.S.A. 52:32-44 requires that each contractor submit at the time of execution of the contract proof of business registration for the contractor and all subcontractors. Proof of registration shall be a copy of the contractor's Business Registration Certificate (BRC). A BRC is obtained from the New Jersey Division of Revenue.
Information on obtaining a BRC is available on the internet at Department of the Treasury - Division of Revenue or by phone at (609) 292-1730. N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

- 1) The Contractor shall provide written notice to its subcontractors and suppliers to submit proof of business registration to the Contractor;
- 2) Prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- 3) During the term of this contract, the Contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-1730.

- e. The New Jersey Worker and Community Right to Know Act: The manufacturer or supplier of a substance or mixture shall supply the Chemical Abstracts Service number of all the components of the mixture or substance and the chemical name. The manufacturer and supplier must properly label each container. Further, all applicable Material Safety Data Sheets (MSDS) - hazardous substance fact sheet - must be furnished.
- f. Prevailing Wage Act (When Applicable): Pursuant to N.J.S.A. 34:11-56.25 et seq., contractors on projects for public work shall adhere to all requirements of the New Jersey Prevailing Wage Act. The contractor shall be required to submit a certified payroll record to the Township within ten (10) days of the payment of the wages. The contractor is also responsible for obtaining and submitting all subcontractors' certified payroll records within the aforementioned time period. The Contractor shall submit said certified payrolls in the form set forth in N.J.A.C. 12:60-6.1(c). It will be the Contractor's responsibility to obtain any additional copies of the certified payroll form to be submitted by contacting the Office of Administrative Law, CN 049, Trenton, New Jersey 08625 or New Jersey Department of Labor, Division of Workplace Standards.
- g. Non-Collusion Affidavit: The Non-Collusion Affidavit, which is part of these specifications, shall be properly executed and submitted at the time of signing this contract if not previously provided with the bid proposal.
- h. Iran Certification: Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete a certification to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in

investment activities in Iran. The Chapter 25 list is found on the Division's website.

9. Termination: If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner obligations under the contract or if the Contractor shall violate any of the requirements of the contract, the owner shall there upon have the right to terminate the contract by giving written notice to the Contractor of such termination and specifying the effective date of termination. Such termination shall relieve the owner of any obligation for balances to the Contractor of any sum or sums set forth in the contract. Owner will pay only for goods and services accepted prior to termination.

Notwithstanding the above, the Contractor shall not be relieved of liability to the owner for damages sustained by the owner by virtue of any breach of the contract by the Contractor and the owner may withhold any payments to the Contractor for the purpose of compensation until such time as the exact amount of the damage due the owner from the Contractor is determined.

The Contractor agrees to indemnify and hold the owner harmless from any liability to subcontractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the contract by the owner under this provision.

In case of default by the Contractor, the owner may procure the goods or services from

other sources and hold the Contractor responsible for any excess cost.

Continuation of the terms of the contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the owner reserves the right to cancel the contract.

10. Controlling Law: All controversies, disputes or questions concerning the construction, validity and interpretation of this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey, without giving effect to any choice of law or conflict of law provision rule (whether of the State of New Jersey or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of New Jersey. The parties consent of the filing of an action in, and hereby submit to the jurisdiction of, the State courts located in the State of New Jersey, County of Warren, and further agree that such Courts shall be exclusive courts of jurisdiction and venue for any litigation arising under this agreement.

11. Severability: In the event that any one or more of the terms and conditions contained in this Agreement shall be deemed invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining terms and conditions contained herein shall not in any way be affected or impaired thereby.

12. Entire Agreement: This Agreement constitutes the entire agreement between the parties hereto and supersedes all prior and contemporaneous agreements, understanding, negotiations and discussions, either oral or executed in writing by the parties to be bound thereby, any oral representations or modifications concerning this Agreement shall be of no force and effect, excepting a subsequent modification in writing, signed by both parties.
13. Assignment: No assignment of this Agreement may be made by either party except by mutual written consent signed by both parties. It is understood by all parties that if, during the life of the contract, the Contractor disposes of his/her business concern by acquisition, merger, sale and or/transfer or by any means conveys his/her interest(s) to another party, all obligations are transferred to that new party. In this event, the new owner(s) will be required to submit all documentation/legal instruments that were required in the original bid/contract. Any change shall be approved by the Owner.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed by the day and year first written above.

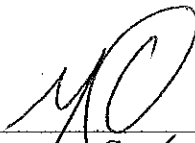
ATTEST:


Dena Hrebenak, Township Clerk

TOWNSHIP OF MANSFIELD


Joseph Watters, Mayor


Witness

By: 
Kunzman Construction

WARREN COUNTY
DEPARTMENT OF LAND PRESERVATION
500 MT. PISGAH AVE.
P.O. Box 179
OXFORD, NEW JERSEY 07863

COREY J. TIERNEY
DIRECTOR



Telephone: (908) 453-3252
Fax: (908) 453-3150
ctierney@co.warren.nj.us

July 20, 2016

Michael Margulies
Eclectic Architecture
20 Municipal Drive
Phillipsburg, NJ 08865

RE: Mount Bethel Church - Site Visit & Presentation

Dear Mr. Margulies:

The Municipal and Charitable Conservancy Trust Fund Committee (MCCTFC) site visit for Mount Bethel Church is scheduled for **Saturday, August 20th at 10:30 a.m.** Please be sure to have a representative available onsite to answer any questions the Committee members may have.

Your presentation to the MCCTFC for Mount Bethel Church is **Monday, September 12th at 9:35 p.m.** The presentation should be approximately 15 minutes in length, including the 8-minute video/PowerPoint presentation portion. A computer projector and DVD player are available for use in the meeting room.

Please confirm your attendance at this meeting via email or phone call.

Sincerely,

Christina L. Roberts
Administrative Clerk

c: Shirley Kocher, Township of Mansfield Mayor

ECLECTIC
ARCHITECTURE
LLC
FINE DESIGN & HISTORIC PRESERVATION

August 1, 2018

Mitch Kunzman
Kunzman Construction
238 Oak Summit Road
Pittstown, NJ 08867

Re: NOTICE OF CONTRACT AWARD, NOTICE TO PROCEED
Mount Bethel Methodist Church Phase II – Building Envelope Restoration

Dear Mr. Kunzman,

The Township of Mansfield in Warren County, New Jersey has awarded your company the Contract for the above referenced project. Please let this notification serve as your Notice of Contract Award and Notice to Proceed. According to the Township, the contract has been forwarded to you. It will be coordinated and executed through the Township.

As stipulated in the contract drafted by the Township, the contract was awarded to Kunzman Construction to include the building envelope restoration of the Mount Bethel Church inclusive of Alternate #3. The price of \$157,748.53 includes the equipment necessary to perform the services pursuant to the proposal submitted by Kunzman Construction.

It is requested that the required documentation be submitted within 10 days of this notice including but not limited to: Performance and Payment Bond, the requisite Certificate of Insurance affidavits and related documentation such as a Schedule of Values.

Please contact our office to coordinate a project kick-off meeting based on the project schedule.

Thank you and we are looking forward to working with you.

Sincerely,



Michael J. Margulies, Architect, A.I.A.

c.c.: Dena Hrebenak, Clerk, Mansfield Township

E C L E C T I C
ARCHITECTURE
LLC
FINE DESIGN & HISTORIC PRESERVATION

MEMO

Project: Mount Bethel Methodist Church Phase II
Building Envelope Restoration

Date: August 1, 2018

Re: Stucco

The stucco for the project will match the specifications for the pointing mortar within the technical specifications under Mortar Materials and Mixes (4). As noted, it is a starting point for submittals and will be adjusted as necessary to match the existing in kind.

MUNICIPAL & CHARITABLE CONSERVANCY TRUST FUND COMMITTEE

Department of Land Preservation

500 Mt. Pisgah Avenue

P.O. Box 179

Oxford, New Jersey 07863

908-453-2650

AGENDA

September 12, 2016

7:30 PM

CALL TO ORDER

ROLL CALL

INTRODUCTORY STATEMENT

Adequate notice of this meeting has been given in accordance to the Open Public Meetings Act by forwarding a notice of the date, time and location of the meeting to the Warren County Clerk, The Daily Record, The Star ledger, and by posting a copy thereof on the bulletin board in the hall of the Warren County Courthouse and the Department of Land Preservation. In order to assure full public participation, those individuals with disabilities who wish to attend the meeting should submit any requests for special accommodations one week in advance of the meeting.

MINUTES: July 11, 2016 meeting (attached)

CORRESPONDENCE

PRESENTATIONS

- 7:45 - Alpha Borough Open Space
- 8:05 - Tucci Open Space
- 8:25 - Union Station
- 8:45 - Roseberry House
- 9:05 - Adam Wandling Blacksmith Shop
- 9:20 - Eckel's Autogiro Port
- 9:35 - Mount Bethel Church
- 9:50 - St. James Lutheran Church
- 10:05 - Van-Nest Hoff-Vannatta

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENTS

NEXT MEETING: October 3, 2016

ADJOURNMENT

WARREN COUNTY
DEPARTMENT OF LAND PRESERVATION
500 MT. PISGAH AVE.
P.O. Box 179
OXFORD, NEW JERSEY 07863

COREY J. TIERNEY
DIRECTOR



Telephone: (908) 453-3252
Fax: (908) 453-3150
ctierney@co.warren.nj.us

September 13, 2016

Michael Margulies
Eclectic Architecture
20 Municipal Drive
Phillipsburg, NJ 08865

RE: 2016 MCCTFC Application
Mount Bethel Church

Dear Mr. Margulies:

Due to the extent of applications this year, the Municipal and Charitable Conservancy Trust Fund Committee (MCCTFC) respectfully requests that you provide a revised scope of work based on **50% of your total grant request**. Please describe how you would prioritize your project goals, allocate the available funds, and what work would ultimately be completed. Please submit the revised scope of work no later than **4:00 p.m., Friday, September 30, 2016** (email or fax is acceptable).

The Committee will review your revised scope of work and deliberate at their next scheduled meeting on October 3, 2016 at 7:30 p.m. You are welcome to attend this meeting to answer any questions the Committee may have.

Thank you in advance for your time and cooperation. Please contact our office with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Christina L. Roberts", is written over a horizontal line.

Christina L. Roberts
Administrative Clerk

c: Shirley Kocher, Township of Mansfield Mayor



MEMO

Project: Mount Bethel Church – Phase II
Date: September 25, 2018
Re: Building Envelope Restoration

To follow up with the recommendation to switch the masonry restoration from the east to the north/south elevations, I received pricing from the contractor breaking down the north and south elevations separately.

Simply replacing the east elevation work with the south elevation work will be a net contract change of -\$400 and is recommended at the very least.

East elevation work eliminated: -\$29,000 (recommended)

North elevation: +39,400

South elevation: +28,600 (recommended)

Feel free to contact our office with any questions.

**ELECTRIC
ARCHITECTURE
LLC**
FINE DESIGN & HISTORIC PRESERVATION

MEMO

Project: Mount Bethel Church – Phase II
Date: September 24, 2018
Re: Building Envelope Restoration

It is recommended that the Township alter the contracted scope of work to include the masonry restoration on the north and south elevations or at least one of the two, while eliminating the work on the east elevation. Our office feels it is a mistake to restore only the west and east elevations while not addressing the north and south. The north and south elevations are having the windows restored so not addressing those elevations would leave the project in an awkwardly incomplete stage.

The current contract amount is for \$157,748.53.
Eliminating the masonry work on the east elevation would subtract \$29,000.
Adding the masonry work on the north and south elevations would add \$68,000.
The net add would be \$39,000.

Another option is to add one of the elevations for about a \$5,000 net change.

Feel free to contact our office with any questions.

Masonry at Mount Bethel:

Original Masonry:	\$73,239.54
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Add in Alternate 1: Work on N & S elevations	\$68,000.00
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Credit for deduct East elevation: No work will be done on East Elevation	-\$29,000.00
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New masonry # for town:	\$112,239.54
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Rob Wozniak <preservationmasonry@gmail.com>

Mt Bethel Church
Phase II

Change Order

1 message

Preservation Works <preservationmasonry@gmail.com>

Wed, Sep 12, 2018 at 7:53 AM

To: Mitch Kunzman <Kunzmanconstruction@gmail.com>

Hi Mitch,

Please find attached the change order for the Mount Bethel Methodist Church.

Feel free to contact us with questions or concerns.

<https://docs.google.com/document/d/12OvAVgSrVgIR0PPIrNwePIgmRRLS9b6jsTANJasw8aM/edit?usp=sharing>

All the best.

Tara

--

Preservation Works Ltd.
524 Northampton Street
Easton, PA 18042
484-373-0857

info@preservationworks.us
www.preservationworks.us

Check out all that we offer!

Quality Assurance:

Masonry Restoration Specialists: Work must be performed by firms having not less than 5 years successful experience in comparable restoration projects. The firms must employ personnel skilled in the restoration processes and operations indicated:

- a. Only skilled restoration workers who are familiar with the design requirements and experienced in using the materials and performing the methods specified may be utilized on this project.
- b. As part of the bidding process and the award of the contract, all subcontractors' names must be submitted for Approval by the Owner. Any changes to the subcontractors during the project must also be approved by the Owner.

Delivery Storage and Handling:

1. Deliver materials to site in manufacturer's original and unopened containers and packaging, bearing labels as to batch, type and names of products and manufacturers for verification.
2. Protect materials during storage and construction from wetting by rain, snow or ground water, and from staining or inter-mixture with earth or other types of materials. Place piles of sand on tarps and cover securely with other tarps to prevent contamination.
3. Protect cement, lime and other masonry materials from deterioration by moisture and temperature. Store in a dry location or in waterproof containers.
4. Promptly use any opened bags of lime. Discard any bags of lime that have been open for more than two days. Lime can cure by carbonation from atmospheric carbon dioxide without visible signs of lumps or hardening. Protect cement from reaction with water.

Project Conditions:

1. Provide adequate safety measures to protect individuals and vehicles on the grounds and adjacent streets from falling objects, mortar and cleaning materials.
2. Protect adjacent structures from damage or mortar staining.
3. During the masonry repair, place stone and masonry supplies on scaffold or on the ground. Do not use the roof for storage.
4. Do not rebuild masonry or repoint mortar joints unless air temperatures are between 40 degrees F and 90 degrees F and will remain so for at least 48 hours after completion of work.
5. Prevent mortar used in repair work from staining face of surrounding masonry and other surfaces. Protect sills, ledges, projections and surrounding pavement from mortar droppings. Remove immediately grout and mortar in contact with exposed masonry and other surfaces.
6. During the work, clean site on a daily basis.

RE: Masonry Change order

1 message

Michael J Margulies <mjm@eclecticitecure.com>

Mon, Oct 22, 2018 at 7:58 AM

To: Mitch Kunzman <kunzmanconstruction@gmail.com>, Dena Hrebenak
<dhrebenak@mansfieldtownship-nj.gov>

Cc: Preservation Works <preservationmasonry@gmail.com>

Good morning Mitch,

As mentioned previously, I did not receive a copy of the paperwork, but the Township authorized the masonry change order around September 27th. Dena, can you please forward the signed change order.

Thanks

Michael

Michael J. Margulies, RA, AIA

Eclectic Architecture, LLC

20 Municipal Drive

Phillipsburg, New Jersey 08865

908-387-8630

From: Mitch Kunzman <kunzmanconstruction@gmail.com>

Sent: Sunday, October 21, 2018 6:07 PM

To: Margulies Michael & Jessica <info@eclecticitecure.com>

Subject: Masonry Change order

Michael,

If there is any way that you could assist in getting this signed so that the mason can proceed we would appreciate it. It was sent out to you on the 25 of September. We heard from you that you thought it was approved but nothing formal (with signatures) has come from town. We can't proceed without that and weather is getting colder.

Thank you.

Jenny Kunzman

--

Kunzman Construction

238 Oak Summit Road

Pittstown, NJ 08867

908-892-4884

908-996-7063 (Fax)



Rob Wozniak <preservationmasonry@gmail.com>

Fwd: Change Order

1 message

Gmail <kunzmanconstruction@gmail.com>

Tue, Oct 30, 2018 at 10:02 AM

To: rob@preservationworks.us

Sent from my iPhone

Begin forwarded message:

From: Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>

Date: October 29, 2018 at 2:34:31 PM EDT

To: Gmail <kunzmanconstruction@gmail.com>

Subject: Re: Change Order

I guess we both over looked that. As long as everything is taken care of that's good!

Dena Hrebenak, RMC, CMR

Township of Mansfield

100 Port Murray Road

Port Murray, NJ 07865

(908) 689-6151 x 128

From: Gmail <kunzmanconstruction@gmail.com>

Sent: Monday, October 29, 2018 2:24 PM

To: Dena Hrebenak

Subject: Re: Change Order

Dena!

It states the side on the change order

Sorry!

Mitch

Sent from my iPhone

On Oct 29, 2018, at 1:42 PM, Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>

wrote:

Mitch,

Please sign and return to me.

Dena Hrebenak, RMC, CMR

Township of Mansfield

100 Port Murray Road

Port Murray, NJ 07865

(908) 689-6151 x 128

<co kunzman.pdf>

mount bethel

13 messages

Mitch Kunzman <kunzmanconstruction@gmail.com>

Wed, Oct 17, 2018 at 1:53 PM

To: Margulies Michael & Jessica <info@eclecticitecure.com>, "Rob Wozniak, (Principal) Preservation Works" <rob@preservationworks.us>

is there a change order for mount bethel masonry

--

Kunzman Construction
238 Oak Summit Road
Pittstown, NJ 08867
908-892-4884
908-996-7063 (Fax)

Michael J Margulies <mjm@eclecticitecure.com>

Wed, Oct 17, 2018 at 2:39 PM

To: Mitch Kunzman <kunzmanconstruction@gmail.com>, "Rob Wozniak, (Principal) Preservation Works" <rob@preservationworks.us>

Hi Mitch,

What is the question? You had issued a change order request for the masonry and I heard from Dena that it had been approved by the Township weeks ago. Did you not get anything from them?

Michael J. Margulies, RA, AIA

Eclectic Architecture, LLC

20 Municipal Drive

Phillipsburg, New Jersey 08865

908-387-8630

From: Mitch Kunzman <kunzmanconstruction@gmail.com>**Sent:** Wednesday, October 17, 2018 1:53 PM**To:** Margulies Michael & Jessica <info@eclecticitecure.com>; Rob Wozniak, (Principal)

Preservation Works <rob@preservationworks.us>

Subject: mount bethel

[Quoted text hidden]

Preservation Works <preservationmasonry@gmail.com>

Fri, Oct 19, 2018 at 11:27 AM

To: Michael J Margulies <mjm@eclecticitecture.com>

Cc: Mitch Kunzman <kunzmanconstruction@gmail.com>

Hi Mitch,

Have you gotten the go ahead from the Township, in writing, for the change order? Can we move forward?

All the best.

Tara

[Quoted text hidden]

--

Preservation Works Ltd.

120 N Locust St

Easton, PA 18042

484-548-0524

info@preservationworks.us

www.preservationworks.us

How did we do? Write us a review on Google!

Check us out on YouTube

Gmail <kunzmanconstruction@gmail.com>

Fri, Oct 19, 2018 at 12:39 PM

To: Preservation Works <preservationmasonry@gmail.com>

Sorry no

Sent from my iPhone

[Quoted text hidden]

Gmail <kunzmanconstruction@gmail.com>

Sat, Oct 20, 2018 at 8:38 AM

To: Michael J Margulies <mjm@eclecticitecture.com>

Cc: rob@preservationworks.us

Still have not heard about the masonry change order

Sent from my iPhone

On Oct 19, 2018, at 8:21 AM, Michael J Margulies <mjm@eclecticitecture.com> wrote:

The same as windows. Spec color Dove White. Thanks

Michael J. Margulies, RA, AIA

Eclectic Architecture, LLC

20 Municipal Drive

Phillipsburg, New Jersey 08865

908-387-8630

From: Mitch Kunzman <kunzmanconstruction@gmail.com>

Sent: Thursday, October 18, 2018 7:30 PM

To: Margulies Michael & Jessica <info@eclecticarchitecture.com>

Subject: mount bethel

what color should i paint the front doors?

--

Kunzman Construction

238 Oak Summit Road

Pittstown, NJ 08867

908-892-4884

908-996-7063 (Fax)

Gmail <kunzmanconstruction@gmail.com>

Tue, Oct 30, 2018 at 9:57 AM

To: Preservation Works <preservationmasonry@gmail.com>

Hi rob!

Do you have any idea when you might be coming back to mount bethel?

Sent from my iPhone

On Oct 19, 2018, at 11:27 AM, Preservation Works <preservationmasonry@gmail.com> wrote:

[Quoted text hidden]

Rob Wozniak, (Principal) Preservation Works

<rob@preservationworks.us>

Tue, Oct 30, 2018 at
10:05 AM

To: Mitch Kunzman <kunzmanconstruction@gmail.com>

Mitch

Planning on breaking down scaffold and setting up tomorrow. Guys are finishing up two other projects so it will be Lauren and I working for a bit until they complete the other projects but I am hoping we can make some progress soon.

Rob

[Quoted text hidden]

--

Rob Wozniak
Preservation Works Ltd.
524 Northampton Street
Easton, PA 18042
484-373-0857

info@preservationworks.us
www.preservationworks.us

Gmail <kunzmanconstruction@gmail.com>

Tue, Oct 30, 2018 at 10:07 AM

To: "Rob Wozniak, (Principal) Preservation Works" <rob@preservationworks.us>

Tx!

Sent from my iPhone

[Quoted text hidden]

Gmail <kunzmanconstruction@gmail.com>

Thu, Nov 8, 2018 at 9:33 AM

To: "Rob Wozniak, (Principal) Preservation Works" <rob@preservationworks.us>

When are you coming back to mansfield?

Sent from my iPhone

[Quoted text hidden]

Gmail <kunzmanconstruction@gmail.com>

Tue, Nov 27, 2018 at 10:52 AM

To: "Rob Wozniak, (Principal) Preservation Works" <rob@preservationworks.us>

120 N Locust St.
Easton, PA 18042
484373.0837
www.preservationworks.us
info@preservationworks.us

PA License OAGHC:002326
Philadelphia License #209546
NJ HIC License #13VH 08798400

Preservation Works Ltd.

January 22, 2019

Kunzman Construction - Mitch Kunzman
Mansfield Township Representative - Dena Hrebenak
Eclectic Architecture LLC - Michael Margulies

Dear Mr. Kunzman, Ms. Hrebenak and Mr. Margulies,

It has been brought to my attention by Mr. Kunzman that there are some issues with expectations concerning the completion of the masonry portion of the project at Mt. Bethel Church. The work has been delayed because of a number of factors detailed below. However, to my knowledge I have never received a deadline nor was I given notice of an approaching hard deadline to complete the project. I am now being told that I may be responsible for a back charge of \$7000.00 and this is the first I am hearing of this. If the completion of the masonry in temperatures below freezing is paramount and the cause of this threat of a back charge, I would highly recommend that we discuss options in a face to face meeting that would include all concerned parties so that we can avoid the miscommunications that come from intermediaries as well as lawyer involvement that would come with a back charge. At your earliest convenience please acknowledge receipt of this letter and an appropriate time to meet.

- There was more than a 30 day delay between our submission of the change order to work on the second side of the building and the acceptance of the change order. We submitted our change order on 9/12/18 and, as shown in attached email correspondences, we still had not received approval until as late as 10/30/18 (but still no actual signed copy). We had fully completed the front of the building and left the project while waiting for that approval. We had other obligations to other clients and needed to remobilize which we did within a few days of that approval finally being verbally received. As of yet, I have only receive a verbal, not a signed copy of that approval. We were specifically told not to set up scaffold or do any work on that (change order) portion of the building until the approval was received.

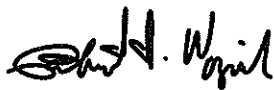
- The general specification for pointing mortar is that it should be applied in temperatures of 50° f. and rising. The technical specification (page 15) from Eclectic Architecture, LLC states "Do not rebuild masonry or repoint mortar joints unless air temperatures are between 40° and 90° and will remain for at least 48 hours". This can be cheated a bit with the use of cement based mortar so long as it is allowed to cure in above freezing temperatures and sheltered from rain and freeze thaw cycles until it cures... Usually a couple of days... Which is how we were able to complete all but the last 16" of pointing in December where we needed to cover the scaffold in plastic and burlap to try to retain heat... This extra effort was done at our expense in an attempt to complete the project before the weather made it impossible. If the water in the mortar freezes before the mortar has sufficiently cured then it will be damaged by the expansion of ice in the mortar. We can not guarantee our work if this is going to happen and we are not interested in doing even more extra work without compensation.
- We were told by Mr. Kunzman that no additional heat may be used either inside or outside of the church for fear of fire, except when we are present on site. We had recommended using electric radiators in the enclosed area we created so that we could try to maintain temperatures above freezing. Some additional heat would need to be installed inside so that the stone could absorb enough heat to bring it above freezing. When I last checked the temperature of the stone (well before the recent cold spell) was 22° f... and the ground temperature was 18° f. That is unacceptable for repointing of any kind and without the use of heat I don't see how one fixes the issue except by waiting for warmer weather.
- The replacement of the window sills was a very late change in our process. Regardless of the reason of the oversight, the installation of the sills after we had already reinstalled the mortar between the stone and the brickmold around the windows has now left us redoing our work. But, more significantly, the area that was removed extends sufficiently high up the wall that it is not easily sheltered by our existing scaffold and tarps which means we would need to rebuild scaffold at least one more section and have a heat source or wait until ambient temperatures would allow us to do the repairs.

In the interim, in order to safely and correctly (following the specification provided by the architect as well as common and expected practices to guarantee our work) install any mortar in the stone walls we need to have air temperatures that are above freezing, stone temperatures that are above freezing, and ground temperatures that are above freezing; particularly because we are working below grade on the mortar that will be covered with soil. As I have informed Mr. Kunzman, we will complete all of the masonry work, which is less than a full day of labor, as soon as the weather allows. He have already endeavored to shelter the wall in its entirety to finish the project and have finished all but the bottom 16" of the wall. We have (at our own expense) attempted to fully shelter and rudimentarily insulate the area near grade that needs to be finished but because of the lack of heat in the building, the frozen ground, and the persistently low temperatures, we have not had the required 2 to 3 days above freezing to finish the last bit. While this coming Wednesday 1/23 and Thursday 1/24 look to be days with high

temperatures above freezing we are taking a risk if the stone and ground are still below freezing. Without the ability to use heat both on the inside of the building and the outside we are taking even more risk of failure.

I have written this letter to make it clear that we have every intention of completing this project as soon as possible. We see no reason why our portion of this project is holding up ANY other work and would like to hear about said issues if they are present. I hope that through this letter and some discussion we can clarify concerns and find an amicable solution.

Regards,

A handwritten signature in black ink, appearing to read "Robert Wozniak". The signature is stylized with a large, looped initial "R" and a cursive "Wozniak".

Robert Wozniak

Untitled

Gmail <kunzmanconstruction@gmail.com>

Tue 9/18/2018 10:03 AM

To: mjm@eclectecture.com <mjm@eclectecture.com>; Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>;



Sent from my iPhone

Untitled

Gmail <kunzmanconstruction@gmail.com>

Tue 9/18/2018 10:03 AM

To: mjm@eclecticuture.com <mjm@eclecticuture.com>; Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>;



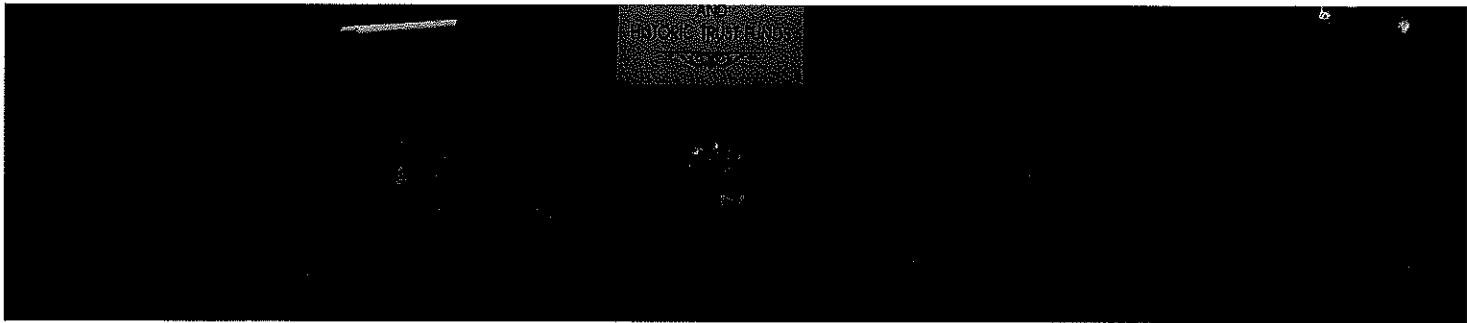
Sent from my iPhone

Gmail <kunzmanconstruction@gmail.com>

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Sent from my iPhone

Untitled

Gmail <kunzmanconstruction@gmail.com>

Tue 9/18/2018 10:03 AM

To: mjm@eclectecture.com <mjm@eclectecture.com>; Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>;



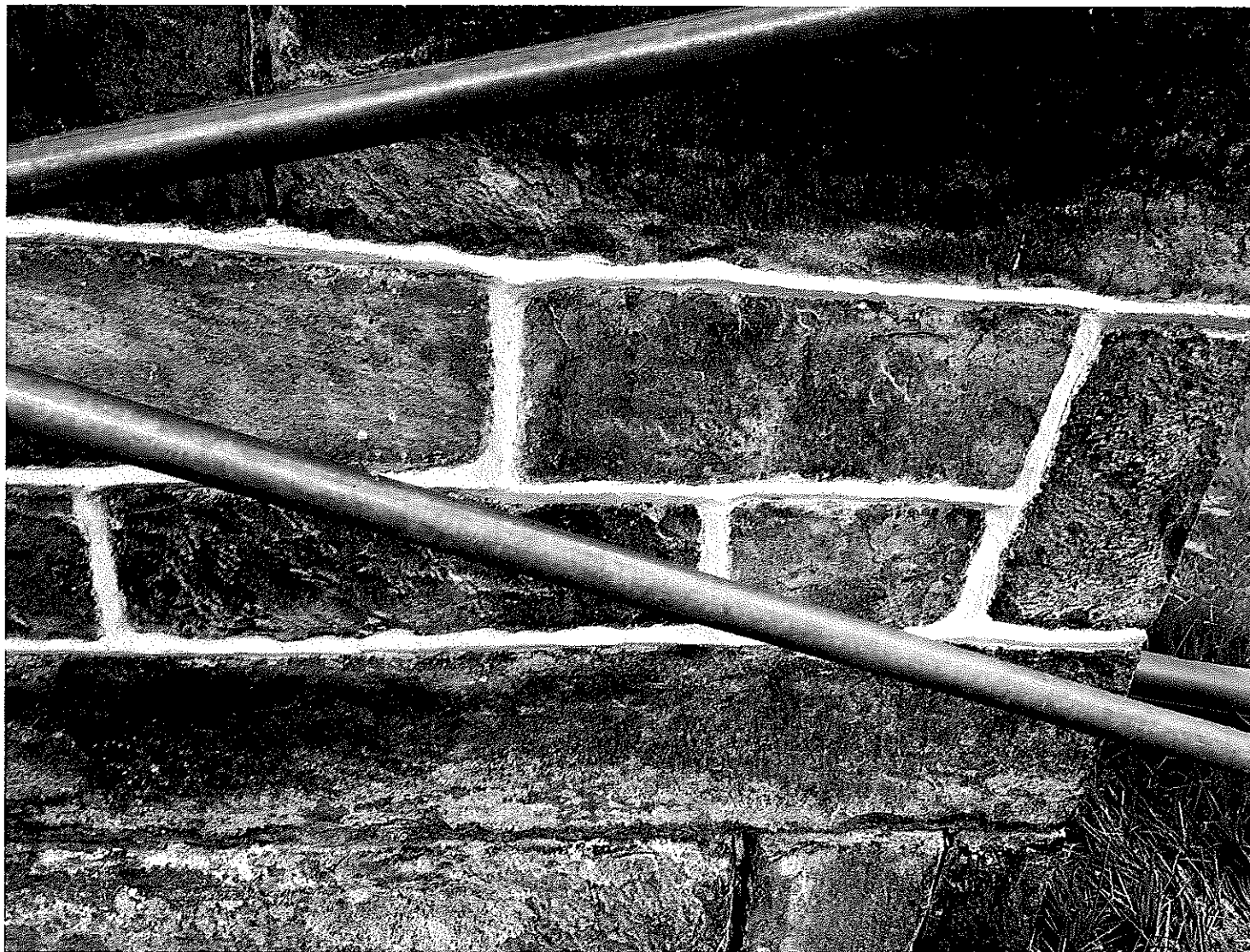
Sent from my iPhone

Untitled

Gmail <kunzmanconstruction@gmail.com>

Tue 9/18/2018 10:03 AM

To: mjm@eclectecture.com <mjm@eclectecture.com>; Dena Hrebenak <dhrebenak@mansfieldtownship-nj.gov>;



Sent from my iPhone

CONSTRUCTION
CHANGE DIRECTIVE

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

☐
☐
☐
☐
☐

PROJECT:
Mount Bethel Methodist Church, Phase II
Township of Mansfield

CHANGE ORDER NUMBER: 1

DATE: 9/25/18

FOR OWNER, ARCHITECT, CONTRACTOR:

ARCHITECT'S PROJECT NO:

CONTRACT DATE:

The Contract is Changed as follow:

Delete all work on rear, east elevation: -\$29,000.00

Add in work as outlined in Alternate #1 for south elevation: \$28,600.00

TOTAL: -\$400.00

NOTES:

PROPOSED ADJUSTMENTS:

1 The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

☒ Lump sum decrease of \$400.00
☐ Unit Price of \$ per
☐ As follows:

2 The Contract Time is proposed to:

☒ Remain unchanged
☐ Be adjusted by increase of days.

Not valid until signed by the Owner, Architect, and Contractor.

Eclectic Architecture
ARCHITECT

ADDRESS

BY

DATE

9/29/18

Kunzman Construction
CONTRACTOR

238 Oak Summit Road

ADDRESS
Pittstown, NJ 08867

BY

DATE

Joseph Watter
OWNER Township of Mansfield
ADDRESS 100 Port Murray Rd Port Murray
BY Mayor
DATE 10/29/18

**ELECTRIC
ARCHITECTURE
LLC**
FINE DESIGN & HISTORIC PRESERVATION

MEMO

Project: Mount Bethel Methodist Church Phase II
Building Envelope Restoration

Date: October 31, 2018

Re: Site visit on October 31, 2018 and follow up with questions

Observations and Comments:

1. There appeared to be very little progress since a site visit two weeks ago.
2. Only the mason was on site.
3. In several cases, windows with removed glass were unprotected allowing in the elements due to displaced plastic protection. It is a high priority to protect the building from the elements and maintain the work site.
4. Temperatures are dropping and it must be demonstrated that work is adequately protected.
5. The work specified in the window schedule needs to be coordinated. For example,
 - a. The sills of windows W6, W7 and W8 have not been removed and replicated to match the existing sills in wood. The mason is now moving to this elevation and the sills and exterior window buck/casing work must be completed prior to the mason pointing the windows. The work will also potentially affect the setting of the sashes. This is a task that should have been completed very early in the project.
 - b. We have not seen any submittals or work done on reconstructing window W13.
 - c. We have not seen evidence of epoxy repairs being completed.
6. We have not seen any submittals or work progress on the interior storm windows.
7. Very little progress is visible on the wood framed bump-out since the end of summer. There is no reason this wing should not have been completed early in the project.
8. The contractor has stated that work has been delayed due to there being a need for the Township to clean the interior floors of bat guano.
 - a. The Township has made an effort to clean the guano although it has returned
 - b. Many tasks such as the bump-out and southern window sills could have been completed without accessing the interior
 - c. The bat guano existed prior to bidding. The contractor was aware of the conditions of the site and the conditions did not change beyond the Township making an effort to clean for the contractor. The contractor did not voice an issue with the site conditions at the time a bid was submitted so the conditions can not be considered a factor that would then delay work.

Submittals:

1. Contractor needs to submit a Construction Schedule in weekly increments by task.
2. Contractor needs to submit a Submittals Schedule for all submittals and shop drawings.
3. Contractor needs to submit a List of Subcontractors and Suppliers.
4. We will coordinate weekly progress meetings with the Township or our office attending.

Schedule:

1. The time of completion was set to be within two months of the date of contract. This needs to be addressed especially due to the fact that liquidated damages of \$250/day are contractual.
2. A submitted Construction Scheduled by the contractor will be reviewed.
3. Temperatures now are going to make work more difficult due the necessity for protection of work. Added protection of the building and new work must be demonstrated.

Regarding questions that were sent to our office:

1. Where should the oil fill location be?
 - a. It was asked if the oil fill could be brought out through the wood framed bump-out at the existing powder room.
2. What is the roofing material?
 - a. Follow the spec in section 7 which calls out Barkwood along with spec for underlayment and flashing.
3. What is the flashing profile at chimney?
 - a. The project is to reconstruct the chimney above the existing flashing which was installed at the time the roof was redone. Please contact our office if further consideration is necessary.

ECLECTIC ARCHITECTURE LLC

FINE DESIGN & HISTORIC PRESERVATION

20 MUNICIPAL DRIVE
PHILLIPSBURG, NEW JERSEY 08865-7800
PHONE 908-387-8630 - FAX 908-387-1493

PROPOSAL FOR PROFESSIONAL SERVICES November 7, 2017

Mansfield Township Open Space, Farmland Preservation,
Conservation, Historical & Recreation Advisory Committee
c/o
Dena Hrebenak, Municipal Clerk
100 Port Murray Road
Port Murray, NJ 07865
908-689-6151
dhrebenak@mansfieldtownship-nj.gov

RE: Mount Bethel Church first floor structural repairs

A. STATEMENT OF PROBLEM & SCOPE

Eclectic Architecture has successfully completed "Phase I" emergency stabilization and is currently engaged in executing "Phase II" which includes building envelope restoration and site improvement. The Township would like to include the first floor structural repairs in "Phase II" which had previously been considered part of "Phase III" - interior stabilization and restoration.

As part of the structural repair project, Eclectic Architecture will reevaluate the existing conditions of the first floor framing as well as foundation conditions. A set of construction documents will be developed for stabilization, repair, reinforcement and/or restoration as appropriate. The use of the space is anticipated to be "assembly" as a large community meeting room. Structural design work will take the modern building code into consideration with a focus on the Rehabilitation sub-code. The basement is not intended to be part of the assembly use. It is understood that structural conditions may dictate which areas are usable due to foundation or framing elements that are higher than the existing floor or lower than the existing ceiling.

The Township wants the construction work to be done by the Township Department of Public Works headed by Patrick Wood. This unorthodox approach would not place responsibility and liability on a qualified contractor, but if the DPW has the expertise to execute the construction, it is possible. Eclectic Architecture will establish a set fee to develop and issue of the construction documents. Any potential "bidding" and all construction observation would be performed at hourly rates because there are too many unknown variables to consider with regard to the DPW schedule and execution of the structural project.

B. PROJECT FEES

Total project fee for development of Construction Drawings \$5,500

No additional services are anticipated with this proposal. However, any additional services as directed by the Client would be billable at hourly rates and could include:

1. Duplication of efforts including the repetition of tasks.
2. Changes to the scope of work.
3. Excessive meetings requested by the Client which may infringe on time required for the execution of the contract.

Hourly Rate Schedule for all tasks:

Principal Architect	\$120.00
Draftsman/Technician	\$ 75.00
Administrator	\$ 55.00

E. PROJECT TEAM

Michael J. Margulies, AIA, owner of Eclectic Architecture, LLC, will be the direct contact for the Client.

The education and experience of the firm of Eclectic Architecture meets the requirements established in 36-CFR-61 Professional Qualification Standards which is specifically required for the outlined Application tasks.

Invoicing

Invoicing will be submitted at intervals of task completion and payment is due within 45 days of the date of the invoice.

Client Responsibilities

1. Provide timely information and decisions. This includes simply supplying EA with answers to questions regarding the Township and the DPW.
2. Supply EA with all information that affects the project.

Other Conditions

1. All work conducted will be based upon all applicable Federal and State standards for the treatment of historic structures.
2. The project team will meet or exceed the requirements for historians, architectural historians and architects established in 36-CFR-61 Professional Qualification Standards.
3. Billing rates and fees are subject to change if there is no contract agreement before January 1, 2018.



Michael J. Margulies, Architect, AIA

Accepted by: _____ Date: _____

Printed Name: _____

**E C L E C T I C
ARCHITECTURE
LLC**
FINE DESIGN & HISTORIC PRESERVATION

MEETING MINUTES

Project: Mount Bethel Methodist Church Phase II
Meeting Date: **November 13, 2018**
Location: site meeting
Preparation Date: November 13, 2018
Re: Project Meeting

Base Contract Amount: \$148,148.53
Adjusted Amount: \$0
Total Contract Amount: \$148,148.53
Notice to Proceed: July 12, 2018
Contract Completion Date: October 12, 2018
Extension of Time: 0 Days

Attendees:

Michael Margulies	(MM)	Eclectic Architecture (EA)
Mitch Kunzman	(MK)	Kunzman Construction (KC)
Patrick Wood	(PW)	Mansfield Township (MT)

Meeting started at 11:00 AM

New Business 11/13

- 2.01 MM stated that the change order request for time send via email on 11/11 would be reviewed by the Township.
- 2.02 The door to the bump-out is severely deteriorated. PW stated he would replace the door at the direction of MM. MM noted the aluminum storm door remnants needed to be removed.

Old Business 11/6

- 1.01 The EA memo of 10/31 was used as the meeting agenda. **Closed**
- 1.02 The project is continuing past the contracted date of completion which was to be three months from the date of notice to proceed. According to MK, the schedule has been delayed due to the bat guano inside the building and the masonry change order. MM stated that there needs to be a Construction Schedule submitted and any paperwork explaining the delays and a change order request for a schedule extension if necessary. MM asked that this be addressed immediately due to the fact that the contract stipulates \$250 per day liquidated damages. **Open**
11/13 – MK talked through work still needing to be completed. MM stated that there must be clear justification for the request for more time, especially for uncompleted tasks that did not appear to have anything causing their delay.

- 1.03 Plastic protection was secured on the exterior of openings to adequately protect the interior. **Closed**
- 1.04 MM asked that there be clarifications on how masonry work and painting would be conducted with the dropping temperatures. **Open**
11/13 - MK stated that KC would protect work and would never submit a change order request for more money due to the need to protect work from the dropping temperatures.
- 1.05 MK pointed out a type-o in the 10/31 memo stating the sills of W6, W7 and W8 needed replacement. The windows are W5, W6 and W7 on the South Elevation. The window sill work has not been completed. MK stated it was due to the bat guano. MM stated the work is on the exterior and did not require interior access for completion of the work. It is also critical that the work be completed prior to the mason doing the work on the South Elevation so that they can be properly pointed. **Open**
11/13 - MK stated he cannot get solid wood to repair the sills in the materials specified and asked that the material be glued up or Doug Fir. MM did not accept glued up sills or the Doug Fir. MK will propose other options. MM will also look for options. MM noted that this was work that could have been addressed in August.
- 1.06 Work has not started on W13. **Open**
11/13 - MK stated he has window measurements and would be building the window shortly. MM reiterated the need for the construction schedule since this task should have been completed months ago and that there needed to be shop drawings submitted.
- 1.07 MK stated some epoxy repairs have been completed but they were not observed. **Open**
- 1.08 No work has been done on the storm windows. MM stated this work also was independent of the bat guano concerns. MK stated he has been trying but was unable to make contact with a storm window company to get work underway. MM stated many projects had been done with Allied Window (800-445-5411) with no issues including one current project. **Open**
11/13 - MK stated he had a call in to the Allied Window but had not heard back from them. MM reiterated the need for the construction schedule because there was no reason for this task to be delayed.
- 1.09 MK stated exterior work would be concluded within a week on the northern bump-out. MM stressed the need for a plan due to the dropping temperatures and that this work also can not be considered delayed due to bat guano. **Open**
11/13 - Work was not completed. MK stated that the shingles were ordered. MK stated that he needed a detail on how to cut a flashing reglet since one did not exist. MM stated that the old flashing and tar needed to be removed to see what conditions existed.
- 1.10 MM stated that, due to the Township cleaning, bat guano conditions are better than they were at the time the KC bid the project. MK stated that the Township needs to clean the interior of bat guano professionally. **Open**
- 1.11 MM stressed the need for all submittals noted in the 10/31 memo. **Open**
- 1.12 MM clarified a proposed routing for the oil line that would not require drilling through the masonry. The proposed route would follow the basement access and turn 180 deg back alongside the existing toilet. MK will be verifying the feasibility. **Open**
11/13 - MK stated a plumber would be rerouting the oil fill pipe.

- 1.13 MK asked for clarification on the flashing over the norther bump-out. MM stated that the drawings call for removal of the existing flashing and provision for new flashing in a reglet above the roof. MM will verify when back at the office. **Open (see 1.09)**
- 1.14 It was verified that there will be weekly meetings on Tuesday at 11am although EA will not be at all meetings. **Closed**

The next meeting is scheduled for Tuesday, November 20, 2018 at 11am.

Prepared by Eclectic Architecture, LLC.

Corrections should be reported to our office within 10 working days of the preparation date.

TOWNSHIP OF MANSFIELD



Department of Public Works
100 Port Murray Rd.
Port Murray, NJ 07865
Patrick Wood, CPWM
Director

Meeting Minutes

Mount Bethel Church

November 20, 2018

Site meeting

Project meeting

Attendees:

Patrick Wood (PW) Mansfield Twp. DPW

Mitch Kunzman (MK)

Meeting started at 11:30 am

West elevation had been pointed and was protected from the weather.

Both doors had been primed on south elevation and 1 coat of paint

The chimney was being worked on and was wrapped in tarps.

Large sashes on south elevation were being primed. Window casings were in the process of scraping and prepping for paint.

Window sills on south elevation had been removed.

Bump out has been painted 2 coats.

No roof work has been performed on the bump out.

MK concerns and comments:

Bat guano KC notified Township Official 8/8/18. Still no action taken

Wants to replace back band/ secondary casing on doors south elevation

Questions on tar removal and riglet cut in. Need detail/profile from architect. See KC email dated 11/25/18

Plumber is scheduled for week of Nov 26, 2018 to move oil fill pipes.

Wants heat

Still looking for window hardware. \$3000.00 allowance in contract

Want to know if Mansfield Twp. want window sill W8 replaced.

Needs to reschedule Dec 4, 2018 meeting. Need to reschedule Dec 5th mtg.

PW concerns and comments:

There needs to be protection of work in progress due to falling temperatures.

Windows W1 and W2 need epoxy fill

Doors D1 and D2 need epoxy fill

Storm window update See KC email dated 11/25/18

Roof on bump out should have been completed by now. See KC email dated 11/25/18. Per continuing discussions with architect KC requesting profile/detail information. Once reglet process has been finalized work will proceed.

Large window sashes not sure routing them in place will remove the bow/warp. Architect has designed installation of steel inserted into routed portion. Will proceed with this method unless advised otherwise. Interior access is required, bat guano must be cleaned.

Need more manpower on the project to get it completed.

**E C L E C T I C
ARCHITECTURE
LLC**
FINE DESIGN & HISTORIC PRESERVATION

MEETING MINUTES

Project: Mount Bethel Methodist Church Phase II
Meeting Date: **November 27, 2018**
Location: site meeting
Preparation Date: November 27, 2018
Re: Project Meeting

Base Contract Amount: \$148,148.53
Adjusted Amount: \$0
Total Contract Amount: \$148,148.53
Notice to Proceed: July 12, 2018
Contract Completion Date: October 12, 2018
Extension of Time: 0 Days

Attendees:

Larry Weintraub	(LW)	Eclectic Architecture (EA)
Mitch Kunzman	(MK)	Kunzman Construction (KC)
Patrick Wood	(PW)	Mansfield Township (MT)

Meeting started at 11:00 AM, concluded at 11:45 AM

New Business 11/27

- 3.01 LW issued specifications to MK for a restoration tar remover product as had been requested (Prosoco brand "Sure Klean" asphalt & tar remover). Also furnished, an illustration and detail for the preferred method of flashing the side entrance roof to the side stone wall of the building. MK confirmed that aluminum flashing was specified. Upon careful inspection, it appeared possible that the new flashing could cover nearly all of the existing applied roofing tar and thus the remover may not be necessary. It was agreed that all flashing to be regletted into existing mortar joints, no stone faces to be cut.
- 3.02 MK explained that the existing two cellar window sash had different muntin profiles and that did not match each other, or the main church windows. MK indicated that his window fabricator could match the main church windows and that he had a sample muntin bar to confirm the match.
- 3.03 MK indicated that the north side window sills needed work not necessarily described in the specifications. The center north window has a concrete sill, which he is assuming should be replaced with a solid Cedar sill as is being done for the 3 windows at the south façade. Also observed at the north side, the sill at the eastern most window has considerable rot at one area and should be repaired or replaced. LW suggested a Dutchman repair, rather than replacement, depending upon how deteriorated the sill is upon closer inspection.

- 3.04 The cellar window sash at the north side requires complete replacement. MK to match the main window muntin profiles. LW questioned the illustrated 8 light sash, as the proportions of the existing sash would offer square shaped panes when more vertically oriented ones are shown on the contract drawings. LW measured the existing sash and will review the CAD drawings to determine accuracy and confirm number of lights.
- 3.05 MK stated that he would prefer to keep the upper main sash in place to route the bottom of the meeting rails to accept the steel reinforcement bars. MK explained that the bottom meeting rail would be "jacked-up" to achieve a level plane to route and insert the steel bars. PW and LW raised concerns about the "jacking" process. If the entire upper sash is not freed up and made loose prior to the jacking process, it is speculated that the vertical muntin bars could fracture. MK insisted that he will be sure to break any existing paint or sealant and free up the upper sash prior to the jacking and routing process.
- 3.06 MK indicated that the plumbing contractor had been on site and has confirmed the ability to relocate the heating oil filler and vent piping through the powder room wall and then through the west side exterior wall of the north side entry structure.
- 3.07 The three lower sash from the south elevation were seen in the basement temporary "shop", where one sash had been fully glazed, another $\frac{3}{4}$ glazed, and the 3rd not yet glazed. MK indicated that he was using DAP 33, rather than a linseed oil product, as it can cure faster for painting application, and was easier to apply and use. LW questioned the curing time, and ambient temperature required for painting. MK stated that the glazing putty was "skinning over" in just a couple of days, and that he could prime and paint at that time. However, LW questioned the paint adhesion under such conditions. Following the meeting, LW reviewed the DAP 33 specifications for painting as shown below:

Product Painting:

- 1. DAP® '33'® Glazing must be painted after it has skinned over and attained a firm set. Firm set is typically demonstrated when a light finger touch to the surface does not leave a fingerprint. Firm set may occur in as little as 7 days after application, but more likely 2-3 weeks after application. Painting must be done only after firm set is achieved.*
- 2. When painting, use only (i) a high quality exterior-grade oil-based paint, or (ii) prime with a high quality oil-based primer and topcoat with a high quality exterior-grade acrylic-latex paint finish. The paint line must overlap onto the face portion of the glass, as well as the bedding area where the sash and glass meet.*

- 3.08 It was observed that all three main window concrete sills had been fully removed at the south side of the building. MK asked if any form of sill sealer should be inserted between the bottom of the new Cedar sills and the top of the stone masonry opening. MK intends to back prime all surfaces of the new sills. LW to follow up with M. Margulies, to confirm any application of sill sealer.
- 3.09 It was observed that all of the stone mortar joints at the south façade have been raked clean and clear and are ready for the pointing process to begin. MK to follow up with the mason to schedule. Such work may be weather dependent, or a heated scaffold enclosure may be required depending upon the weather and timing.
- 3.10 MK declared that he will be completing most of the exterior related work soon and that the bat guano issues must be resolved in a timely manner for him to commence the interior

work. PW indicated that the Township has reached out to a bat exterminator, and that he has inquired of the Township regarding that inquiry, but that no response has yet been issued. LW suggested that plastic sheeting could be stapled to the bottom of the ceiling joists where the bat guano below is evident, so as to prevent further droppage to the floor areas. PW volunteered that if the Township would confirm proceeding with this proposal that then he and his staff could clean the guano themselves. PW to continue follow up with the Township to determine how to proceed.

- 3.11 Given the cut-outs from the former stair pipe railing mounting plates at the west side south doorway entry plank jamb faces, MK indicated that he would prefer to replace the existing vertical ogee brick mouldings with new mouldings to match the existing profile. LW indicated that such replacement would require confirmation of available matching profile cutter blades, and then to carefully scribe the edge of the mouldings against the irregular vertical mortar planes at each side. This could be more labor intensive, and more costly than just performing epoxy filler repairs. Upon inspection of the brick mouldings, LW determined that they appear to be in good condition otherwise, needing only minor wood putty filler at raised grain areas and thus restoration epoxy putty filler should be employed at the cut-outs to replicate the moulding profile. BK indicated that he would thus be required to provide a temperature controlled environment to apply the putty and for proper curing. It might be possible to remove the existing brick mouldings and perform the putty repair work in a shop environment and then reinstall the mouldings when completed.
- 3.11 All wood surfaces at the windows and doors at the west side of the building appear to have been stripped, prepped and primed, except for the two upper window sills which require some in place epoxy putty repairs.

Old Business 11/13

- 2.01 MM stated that the change order request for time send via email on 11/11 would be reviewed by the Township. **Open**
- 2.02 The door to the bump-out is severely deteriorated. PW stated he would replace the door at the direction of MM. MM noted the aluminum storm door remnants needed to be removed. **Open**

Old Business 11/6

- 1.02 The project is continuing past the contracted date of completion which was to be three months from the date of notice to proceed. According to MK, the schedule has been delayed due to the bat guano inside the building and the masonry change order. MM stated that there needs to be a Construction Schedule submitted and any paperwork explaining the delays and a change order request for a schedule extension if necessary. MM asked that this be addressed immediately due to the fact that the contract stipulates \$250 per day liquidated damages. **Open**
- 11/13 – MK talked through work still needing to be completed. MM stated that there must be clear justification for the request for more time, especially for uncompleted tasks that did not appear to have anything causing their delay.**

- 1.04 MM asked that there be clarifications on how masonry work and painting would be conducted with the dropping temperatures. **Open**
11/13 - MK stated that KC would protect work and would never submit a change order request for more money due to the need to protect work from the dropping temperatures.
- 1.05 MK pointed out a type-o in the 10/31 memo stating the sills of W6, W7 and W8 needed replacement. The windows are W5, W6 and W7 on the South Elevation. The window sill work has not been completed. MK stated it was due to the bat guano. MM stated the work is on the exterior and did not require interior access for completion of the work. It is also critical that the work be completed prior to the mason doing the work on the South Elevation so that they can be properly pointed. **Closed**
11/13 - MK stated he cannot get solid wood to repair the sills in the materials specified and asked that the material be glued up or Doug Fir. MM did not accept glued up sills or the Doug Fir. MK will propose other options. MM will also look for options. MM noted that this was work that could have been addressed in August. Open
- 1.06 Work has not started on W13. **Open**
11/13 - MK stated he has window measurements and would be building the window shortly. MM reiterated the need for the construction schedule since this task should have been completed months ago and that there needed to be shop drawings submitted. Open
- 1.07 MK stated some epoxy repairs have been completed but they were not observed. **Open**
- 1.08 No work has been done on the storm windows. MM stated this work also was independent of the bat guano concerns. MK stated he has been trying but was unable to make contact with a storm window company to get work underway. MM stated many projects had been done with Allied Window (800-445-5411) with no issues including one current project. **Open**
11/13 - MK stated he had a call in to the Allied Window but had not heard back from them. MM reiterated the need for the construction schedule because there was no reason for this task to be delayed. Open-Specifications issued by MK 11/27/18
- 1.09 MK stated exterior work would be concluded within a week on the northern bump-out. MM stressed the need for a plan due to the dropping temperatures and that this work also can not be considered delayed due to bat guano. **Open**
11/13 - Work was not completed. MK stated that the shingles were ordered. MK stated that he needed a detail on how to cut a flashing reglet since one did not exist. MM stated that the old flashing and tar needed to be removed to see what conditions existed. Closed-Tar cleaner specs & reglet detail issued 11/27/18
- 1.10 MM stated that, due to the Township cleaning, bat guano conditions are better than they were at the time the KC bid the project. MK stated that the Township needs to clean the interior of bat guano professionally. **Open**
- 1.11 MM stressed the need for all submittals noted in the 10/31 memo. **Open**
- 1.12 MM clarified a proposed routing for the oil line that would not require drilling through the masonry. The proposed route would follow the basement access and turn 180 deg back alongside the existing toilet. MK will be verifying the feasibility. **Closed**
11/13 - MK stated a plumber would be rerouting the oil fill pipe.

- 1.13 MK asked for clarification on the flashing over the norther bump-out. MM stated that the drawings call for removal of the existing flashing and provision for new flashing in a reglet above the roof. MM will verify when back at the office. **Closed (see 1.09)**

The next meeting is scheduled for Tuesday, December 4, 2018 at 11am.

Prepared by Eclectic Architecture, LLC.

Corrections should be reported to our office within 10 working days of the preparation date.

WARREN COUNTY
DEPARTMENT OF LAND PRESERVATION
500 MT. PISGAH AVE.
P.O. Box 179
OXFORD, NEW JERSEY 07863

COREY J. TIERNEY
DIRECTOR



Telephone: (908) 453-3252
Fax: (908) 453-3150
ctierney@co.warren.nj.us

November 29, 2016

Shirley Kocher, Mayor
Township of Mansfield
100 Port Murray Road
Port Murray, NJ 07865

RE: Mount Bethel Church - 2016 Grant Agreement

Dear Mayor Kocher:

Enclosed please find two (2) original 2016 Municipal and Charitable Conservancy Trust Fund grant agreements between the Township of Mansfield and the County of Warren for the Mount Bethel Church restoration project. A Freeholder resolution is also included.

Please have both agreements signed and attested before a notary public and return the original document, along with the required attachments listed in the agreement to our office before January 3, 2017; keep one of the fully-executed original agreements for your file.

A Voucher and Request for Payment has also been included for your use. Please submit a signed copy of the Voucher, along with a detailed invoice each time you submit for reimbursement. If you would like a copy of the voucher emailed to you, contact Christina Roberts at: clroberts@co.warren.nj.us.

Very Truly,

Corey Tierney

CT:clr
Encl

c: Michael Margulies (without enclosures)

**THE BOARD OF CHOSEN FREEHOLDERS
OF THE COUNTY OF WARREN**

Wayne Dumont, Jr., Administration Building
165 County Route 519 South
Belvidere, NJ 07823

RESOLUTION 612-16

On motion by **Mr. Smith**, seconded by **Mr. Gardner**, the following resolution was adopted by the Board of Chosen Freeholders of the County of Warren at a meeting held November 22, 2016.

**AUTHORIZING GRANT TO MANSFIELD TOWNSHIP FOR THE
MOUNT BETHEL CHURCH, PHASE II RESTORATION PROJECT
IN THE AMOUNT OF \$131,000.00;
SUBJECT TO THE AVAILABILITY OF FUNDS**

WHEREAS, the Board of Chosen Freeholders of the County of Warren (BCF) has, by resolution, established the "Warren County Open Space Farmland, Recreation, and Historic Preservation Trust Fund Procedures and Rules;" and

WHEREAS, the Municipal and Charitable Conservancy Trust Fund Committee (MCCTFC) recommends that Mansfield Township be awarded \$131,000.00 for the Mount Bethel Church, Phase II restoration project; and

WHEREAS, adequate funds in the amount of \$131,000.00 are available in account 03893 5065 8931601 5065; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Warren at its regular meeting on November 22, 2016 that such a grant be approved.

ROLL CALL: Mr. Smith yes, Mr. Gardner yes, Mr. Sarnoski yes

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Warren on the date above mentioned.



Steve Marvin

Clerk

Warren County Department of Land Preservation
500 Mt. Pisgah Avenue, P. O. Box 179
Oxford, New Jersey 07863
(908) 453-2650

GRANT AGREEMENT FOR PRESERVATION

BETWEEN

THE COUNTY OF WARREN

AND

MANSFIELD TOWNSHIP

DATE OF FREEHOLDER BOARD APPROVAL: 11/22/16

GRANT AGREEMENT EXPIRATION DATE: 11/22/18

WARREN COUNTY

OPEN SPACE, RECREATION, AND FARMLAND AND HISTORIC PRESERVATION
TRUST FUND

GRANT AGREEMENT

BETWEEN Mansfield Township, having its offices at 100 Port Murray Road, Mansfield, New Jersey 07865, hereinafter referred to as the "Grantee", and the Warren County Board of Chosen Freeholders, 165 County Road 519, Belvidere, NJ 07823-1949, hereinafter referred to as the "County"; and,

WITNESSETH:

WHEREAS, the Warren County Board of Chosen Freeholders created the Warren County Open Space, Recreation, and Farmland and Historic Preservation Trust Fund, hereinafter referred to as "Trust Fund", in accordance with P.L. 1997 C. 24 (C40:12-15.1 et seq.); and,

WHEREAS, "Grantee" has made the application to the County for financial assistance in fiscal year 2016 under the Trust Fund; and,

WHEREAS, "Grantee" has submitted an application in accordance with the rules and regulations of the Trust Fund, and the Trust Fund Committee has reviewed said application and found it to be in conformance with the scope and the mission of the Trust Fund and recommended to the Warren County Board of Chosen Freeholders that the project be awarded funding; and,

WHEREAS, the Warren County Board of Chosen Freeholders confirmed the findings of the Trust Fund Committee and approved the project titled Mount Bethel Church, Phase II, hereinafter referred to as "Approved Project", for funding; and,

WHEREAS, the "Grantee" has agreed to hold and use the premises of the Approved Project in compliance with the rules and regulations of the Trust Fund;

NOW, THEREFORE, in consideration of the award for funding, and in accordance with the application heretofore filed, and hereby incorporated into this Agreement as Schedule C, the County and the Grantee agree to perform in accordance with the terms and conditions set forth in this Grant Agreement, hereinafter referred to as "Agreement".

APPROVED PROJECT DESCRIPTION AND BUDGET

GRANTEE: Mansfield Township

PROJECT NUMBER: 03893 5065 8931601 5065

TYPE OF PROJECT: Historic Restoration

PROJECT TITLE: Mount Bethel Church, Phase II

PROJECT PERIOD: Grantee will have three (3) months from the date of Freeholder approval to execute and return this grant agreement. Failure to do so may risk cancellation of the Grant Agreement. Upon execution by both the applicant and the County of Warren, the applicant will have two (2) years to complete the project, during which time quarterly progress reports will be submitted to the Department of Land Preservation. If the applicant fails to complete the project within this time frame, the grant agreement shall be forfeited. Upon written request from the Municipality, the Warren County Board of Chosen Freeholders may extend this project for up to 12 months.

PROJECT SCOPE:

LOCATION: Block(s): 901 Lot(s): 23 Mansfield Township

COUNTY COST SHARING:

Funds Directly From Grantee	\$ 32,750.00
Donation Through Grantee	\$ 0
Funds From Municipality	\$ 0
<u>Local Share</u>	<u>\$ 0</u>
Green Acres Grant	\$ 0
Green Acres Loan	\$ 0
Other State Funding	\$ 0
<u>State Share</u>	<u>\$ 0</u>
<u>County Grant</u> (see Schedule B)	<u>\$ 131,000.00</u>
<u>Other</u> (Seller Gifts, Donations, etc.)	<u>\$</u>
TOTAL COST FOR APPROVED PROJECT	<u>\$ 163,750.00</u>

GENERAL PROVISIONS

1. DEFINITIONS

- a) The term "Approved Project" means the Historic Preservation of the project site or Acquisition in fee simple absolute or a lesser interest in real property by gift, purchase, devise or condemnation.
- b) The term "County" as used herein means the Warren County Board of Chosen Freeholders.
- c) The term "Grantee" in the case of a Charitable Conservancy means a corporation or trust exempt from federal income taxation under paragraph (3) of subsection (c) of section 501 of the federal Internal Revenue Code of 1986 (26 U.S.C.s.501 (c)(3)), whose purposes include (1) acquisition and preservation of lands in a natural, scenic, or open condition, or (2) historic preservation of historic properties, structures, facilities, sites, areas, or objects, or the acquisition of such properties, structures, facilities, sites, areas, or objects for historic preservation purposes. In the case of a Municipality the term means a town, township of borough in Warren County.
- d) The term "cost of acquisition" means the fair market value as determined by the appropriate number of certified appraisals of all lands to be acquired by the Grantee with the assistance of a grant pursuant to the Agreement. Costs also include the costs of the appraisals, survey, and preliminary site assessment that must be completed. Funds may only be used for acquisition costs of the Approved Project and will be reimbursed at time of closing.
- e) The term "commencement" as used herein means upon the full execution of this Agreement.

2. RULES AND REGULATIONS

The Grantee is bound to adhere to the rules and regulations of the Trust Fund as set forth here in their entirety.

3. PROJECT ADMINISTRATION

- a) The Grantee hereby accepts primary responsibility for the administration and success of the Approved Project, including any sub-agreements made for accomplishing the objectives set forth in this Agreement.
- b) The Grantee agrees to secure funding in excess of the County share necessary for the completion of the Approved Project and to complete the Approved Project in accordance (1) with this Agreement, including all attached Schedules A through C; (2) with the rules and regulations of the Trust Fund; and (3) with the

application, estimates and maps submitted to the County and incorporated herein by reference.

- c) In the case of acquisition, the Grantee agrees to provide to the County the descriptions required for Schedule A within 30 days after closing on the property.
- d) In the case of acquisition, the Grantee shall submit the Preliminary Site Assessment and the required number of appraisals in accordance with Green Acres standards to the County at least 30 days prior to closing. The County may require that corrective action be taken as a condition to the County awarding the funding.
- e) The Grantee shall submit all necessary documentation and any other information within the time frame and in the manner requested by the County.
- f) The Grantee, its contractors and subcontractors shall complete all work in accordance with all State, Federal and local laws and regulations in performance of this Agreement. Failure to comply with such laws, rules, regulations or policies shall, after notices and reasonable opportunity to cure, be grounds for termination of this project.
- g) The Grantee shall award contracts and subcontracts for the Approved Project free from bribery, graft and other corrupt practices. Grantee shall bear the primary responsibility for prevention, detection and cooperation in the prosecution of any such conduct. Grantee shall pursue available judicial and administrative remedies, and take appropriate remedial action with respect to any allegations or evidence of such illegality or corrupt practices. Grantee shall notify the County immediately after such allegation or evidence comes to its attention, and shall periodically advise the County of the status and ultimate disposition of any such matter.
- h) Grantee shall award all project contracts in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and the rules and regulations adopted pursuant thereto, N.J.A.C. 5:34-1 et seq.
- i) Grantee agrees it will not enter into a contract for work on the Approved Project with any person debarred, suspended, or disqualified from State contracting.
- j) Grantee, its employees, contractors and subcontractors, shall comply with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.); the discrimination and affirmative action provisions of N.J.S.A. 10:2-1 through 10:2-4; the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq., and 10:5-38; and the rules and regulations promulgated thereto.
- k) Grantee, its employees, contractors and subcontractors, shall comply with the provisions of N.J.S.A. 52:32-4 et seq., and the rules and regulations promulgated pursuant thereto, as well as the provisions set forth in the Uniform Construction Code at N.J.S.A. 5:23-7 et seq., regarding facilities for the handicapped.

The Grantee, its contractors and subcontractors shall be responsible for paying all necessary permits where applicable.

- l) Grantee, its employees, its subcontractors, and its subcontractors' employees shall not engage in any conduct which could be considered a conflict of interest under the New Jersey Conflicts of Interest Law, N.J.S.A. 52:13D-12 et seq.
- m) Grantee, its employees, contractors and subcontractors shall comply with the provisions of the New Jersey Pay-To-Play Act, N.J.S.A. 19:44A-20.13 et seq., specifically including but not limited to N.J.S.A. 19:44A-20.27.
- n) Grantee, its contractors and subcontractors, shall comply with the provisions of The New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56 et seq., and agrees it will not enter into a contract for work on the Approved Project with any person debarred, suspended, or disqualified from contracting by the Commissioner, Department of Labor pursuant to N.J.A.C. 7:1d-2.1 et seq.
- o) Grantee shall insert in every construction contract for work on the Approved Project a clause stating that the contractor may be debarred, suspended or disqualified from contracting with the State and County if the contractor commits any of the acts listed in N.J.A.C. 7:1d-2.2.
- p) The Grantee, its contractors and subcontractors shall provide County personnel and any authorized representatives of the County reasonable access to all facilities, premises and records related to the Approved Project. The Grantee shall submit to the County any documents and information requested by the county relating to the Approved Project.
- q) If the Grantee fails to complete the Approved Project within the time period set forth in this Agreement, or fails to comply with the time period set forth in any other project contract, which is the subject of State assistance, then and in that event, County shall have the right in its sole discretion, to withhold any funds that are or may become payable to the Grantee in accordance with this Agreement.
- r) The Grantee agrees that any Trust Fund funds received from the county shall be used only for the purposes described in this Agreement. The Grantee further agrees that if it uses Trust Fund funds for any purposes other than those specified and approved in this Agreement, the County may recover all such funds with interest.
- s) Upon completion of the project, the Grantee will erect and maintain one or more permanent signs of a standard style, approved by the County, in a publicly visible location at the project which contains the words, "The Warren County Open Space, Recreational, and Farmland and Historic Trust Fund provided funds for this project."

- t) The Grantee shall make provisions for the maintenance, protection, preservation and police protection as may be required of all lands and improvements described in Schedule A.
- u) The act codified as N.J.S.A. 40A:9-22-1 et seq. (the "New Jersey Local Governments Ethics Law") is by this reference incorporated as part of this Agreement.

4. PROJECT COSTS

- a) Project costs eligible for Trust Fund assistance shall not exceed the costs of the Approved Project.
- b) The Grantee shall provide cost documentation certifying that the eligible project costs have been incurred. This certification shall be completed in a manner satisfactory to the County.
- c) Grant payment will be disbursed as payment at the time of closing or completion of preservation phases. Funding will be disbursed for costs allocated on Schedule B, provided that such costs itemized on Schedule B were actually expended on the project.

5. FINANCIAL RECORDS AND AUDITING REQUIREMENTS

- a) The Grantee's financial management system shall provide for the following:
 - 1) Accurate, current and complete disclosure of the financial results of this Agreement and any other agreement, contract, grant, program or other activity administered by the Grantee;
 - 2) Records adequately identifying the source and application of all Grantee funds and all funds administered by the Grantee. These records shall contain information pertaining to all contract and grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays and income;
 - 3) Effective internal and accounting controls over all funds, property and other assets. The Grantee shall adequately safeguard all such assets and shall ensure that they are used solely for authorized purposes;
 - 4) Comparison of actual outlays with budgeted amounts for this Agreement and for any other agreement, contract, grant, program or other activity administered by the Grantee;
 - 5) Accounting records supported by source documentation;
- b) The County, or its duly authorized representative(s), shall have access to all records, books, documents and papers pertaining to this Agreement and/or the

Approved Project for audit, examination, excerpt and transcript purposes. Obtaining information shall be made practicable for the County. Such access shall apply during performance of the Approved Project and for three years after the latter date of either final payment or audit resolution.

All records shall be maintained accordingly.

The Grantee shall cite this provision in all project-related contracts.

- c) Audit reports must address the Trust Fund's compliance with the material terms and conditions of this Agreement and applicable laws/regulations. The Grantee shall conduct annual audits in conformance with generally accepted accounting principles.
- d) Audit reports must contain an itemized schedule of the Grantee's County grant which identifies: grantor agency, program title, County account number, program amount, total disbursement.
- e) The Grantee's account will be adjusted, if necessary, upon the County's review of the annual audit reports.

6. LAND USE RESTRICTIONS

- a) In order to qualify to receive monies from a county trust fund pursuant to this section, the board of directors, board of trustees, or other governing body, as appropriate, of any applicant shall:
 - (i) demonstrate to the governing body of the county that it qualifies as an eligible applicant;
 - (ii) agree to use the monies only in connection with projects located in the county and for the purposes authorized by this act;
 - (iii) agree to make and keep the projects accessible to the public, unless the governing body of the county determines that public accessibility would be detrimental to the site or to any natural or historic resources associated therewith;
 - (iv) agree not to sell, lease, exchange, transfer, or donate the site for which the monies received were allocated for use pursuant to this section, except upon approval of the governing body of the county under such conditions as the governing body may establish;
 - (v) shall be permitted to sell, transfer or convey the land and building, subject to any recorded easements and deed restrictions, without the county's consent, subject to first offering to convey the land and building to the county, or a party designated by the county, for a purchase price equal to the total costs incurred by Grantee in relating to any capital improvements

made to the property. The County shall have 60 days after notice of such offer to enter into a contract with Grantee. Failure to enter into a contract within such 30-day period shall be deemed a waiver of the county's option to purchase; and

- (vi) agree to execute and donate to the county at no charge (a) a conservation restriction or historic preservation restriction, as the case may be, pursuant to P.L. 1979, c. 378 (C.12:8B-1 et seq.) or (b) a development easement, as defined pursuant to section 3 of P.L. 198, c.32 (C.4:1C-13), as appropriate, on the lands for which the monies received were allocated for use pursuant to this section.
- (vii) in the event the Grantee sells, transfers or conveys the land or building during the 30-year conservation restriction or historic preservation restriction period to a third party which is not a municipality or nonprofit organization meeting the MCCT applicant qualifications, Grantee shall reimburse the county for any and all grant monies received from the Trust Fund; and

7. RELEASE AND INDEMNIFICATION

- a) The Grantee shall defend, indemnify, protect and save harmless the Trust Fund and the County, its agents, servants and employees from and against all suits, claims, losses, demands or damages of whatever kind or nature arising out of or claimed to arise out of any negligent act of the Grantee, its agents, servants, employees and subcontractors in the performance of this Agreement. The Grantee shall, at its own expense, appear, defend and pay all charges for attorneys and all costs and other expenses arising from such suit or claim incurred in connection therewith. If any judgment shall be rendered against the Trust Fund or the County for which indemnification is provided under this paragraph, the Grantee shall, at its own expense, satisfy and discharge the same.

Grantee's duty to indemnify shall continue in full force and effect after the termination or expiration of this Agreement. Grantee shall include, or cause to be included a provision in all contracts executed for the purpose of carrying out the approved project, a requirement that the contractors and subcontractors provide the State with indemnification protection at least as broad as set forth in this section.

- b) The Grantee shall, within 30 days after a claim has been made against it, give written notice thereof to the County along with full and complete particulars of the claim. If suit is brought against the County or any of their agents, servants or employees, for which indemnification is provided under this paragraph, the County shall expeditiously forward to the Grantee every demand, complaint, summons, pleading, or other process received.

8. PROJECT TERMINATION

- a) The Grantee may not terminate, modify or rescind this Agreement without the express written approval of the County. Any attempt by the Grantee to terminate, modify or rescind this Agreement after commencement without the express written approval of the County shall constitute a material breach and subject the Grantee to any and all appropriate remedies at law.
- b) County may terminate this Agreement in whole or in part at any time for good cause. The term "good cause" shall include, but not be limited to, failure to comply with the terms and conditions of this Agreement or the rules and regulations of the Trust Fund.

9. REMEDIES

- a) In addition to any other rights and remedies available to the County pursuant to, law, in the event of failure to comply with this Agreement and/or with the rules and regulations of the Trust Fund, the County may take any of the following actions or combinations thereof:
 - (i) Issue a Notice of Noncompliance
 - (ii) Withhold County funds
 - (iii) Order suspension of project work
 - (iv) Terminate or annul this Agreement
- b) No remedy herein conferred or reserved by the County is intended to be exclusive of any other available remedy or remedies, but each and every other remedy shall be cumulative and shall be in addition to every other remedy given under the Agreement or now or hereafter existing at law or in equity by statute. No delay or omission to exercise any right or power accruing upon failure of compliance with this Agreement shall impair any such right or power or shall be construed to be a waiver thereof, but any such right or power may be exercised from time to time and as often as deemed expedient. In order to entitle the County to exercise any remedy reserved to it in this Section, it shall not be necessary to give notice other than such notice as may be provided by this Section.
- c) In addition to the above remedies, if a Grantee commits a breach, or threatens to commit a breach, of this Agreement, the County shall have the right and remedy, without posting bond or other security, to have the provisions of this Agreement specifically enforced by any court having equity jurisdiction, it being acknowledged and agreed that any such breach or threatened breach will cause irreparable injury to the County and that money damages will not provide an adequate remedy therefor.
- d) The County shall not be required to do any act whatsoever or exercise any diligence whatsoever to mitigate the damages to Grantee if any event or failure of compliance shall occur hereunder.

10. MISCELLANEOUS

- a) This Agreement constitutes the entire agreement and supersedes all prior agreements and understandings both written and oral between the parties with respect of the subject matter thereof and may be executed simultaneously in several counterparts, each of which shall be deemed an original, all of which together shall constitute one and the same instrument.
- b) Modifications or waivers of provisions of this Agreement, the Approved Project must be in writing and submitted to the County for prior approval.
- c) In the event of any provision of the Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof.
- d) In the event that any provision of this Agreement should be breached by the Grantee and thereafter waived by the County, such waiver shall be limited to the particular breach so waived by the County and shall not be deemed to waive any other breach by the Grantee.
- e) This Agreement shall inure to the benefit of and be binding upon the heirs, successors and administrators of the Grantee, but no part hereof shall be assigned without the prior written consent of the County.
- f) This Agreement shall be construed and enforced under the laws of the State of New Jersey.
- g) In the event of litigation, the Grantee waives whatever right it may have to trial by jury.
- h) Other Conditions:

Prior to the award of this grant, the Grantee shall have presented a maintenance plan for the site and improvement on the site being acquired or preserved. Failure to maintain the property according to the plan submitted may result in the remedies described in 9(a) of this Agreement.

By signature below, the Grantee and the County shall execute this Agreement and confirm that they are mutually bound by all provisions contained in its General Provisions and the attached Schedules A through D.

WARREN COUNTY BOARD
OF CHOSEN FREEHOLDERS

ATTEST:

By: [Signature]

Date: 11/22/16

Name: Jason Sarnoski

Title: Freeholder Director

[Signature]
Clerk

Mansfield Township

By: [Signature]

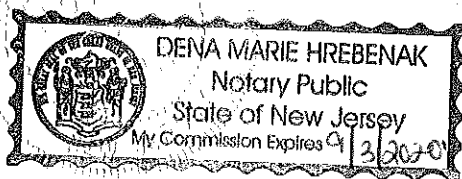
Date: 12/14/2016

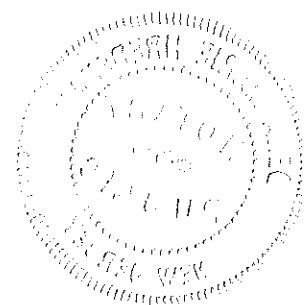
Name:

Title: Mayor

ATTEST:

[Signature]
Notary





ATTACHMENTS

The following are fully incorporated into this Agreement:

- Schedule A: Metes and bounds description of the lands acquired including a list of blocks, lots, and acres actually acquired, or of the site to be preserved and its historic features.
- Schedule B: Approved estimate project budget and description.
- Schedule C: Project application made to Trust Fund.
- Schedule D: Historic Preservation Restriction (if applicable)

SCHEDULE A

**Metes and Bounds Description
(to be provided upon
property acquisition, lease or
other agreement authorizing
preservation work)**

SCHEDULE B

Approved Project Description and Estimated Budget

SCHEDULE B

APPROVED PROJECT DESCRIPTION AND ESTIMATED BUDGET

PROJECT NUMBER: 03893 5065 8931601 5065

GRANTEE: Mansfield Township

PROJECT NAME: Mount Bethel Church, Phase II

<u>BLOCK(S) AND LOT(S) OF PROJECT</u>	<u>ESTIMATED ACREAGE</u>	<u>ESTIMATED COST</u>
Block(s): 901 Lot(s): 23		\$ 163,750.00

STATE SHARE:

GREEN ACRES GRANT \$ 0

GREEN ACRES LOAN \$ 0

OTHER \$ 0

LOCAL SHARE:

FUNDS DIRECTLY FROM GRANTEE: \$ 32,750.00

DONATION THROUGH GRANTEE: \$ 0

FUNDS FROM MUNICIPALITY: \$ 0

WARREN COUNTY OPEN SPACE,
RECREATIONAL, AND FARMLAND AND HISTORIC
PRESERVATION TRUST FUND GRANT \$ 131,000.00

- Note:
1. The estimated cost in this budget sheet includes cost of land acquisition based upon the information received from the Grantee. Actual grant award may vary depending upon formal independent appraisals and fair market value. Grant amounts will not be increased unless agreed upon through a formal amendment process. In instances where the approved amount is greater than the actual expenditures incurred by the Grantee, the grant will be adjusted by the County in order to reflect actual expenditures.
 2. The budget for preservation work must be presented in the format attached.

SCHEDULE C

**Project Application made
To Trust Fund**

SCHEDULE D

**Historic Preservation Restriction
(on file)**

County of Warren

Voucher and Request for Payment
165 County Road 519 South
Administration Building
Belvidere NJ 07823

Vendor # 50752

CLAIMANT Township of Mansfield
100 Port Murray Road
Port Murray, NJ 07865

DATE _____

ACCT # 03893-5065 8931601-5065

THIS BILL MUST BE PROPERLY ITEMIZED AND CERTIFICATION SIGNED BEFORE BEING PRESENTED.

Project: Mount Bethel Church

Total

CLAIMANT'S CERTIFICATON AND DECLARATION

I do solemnly declare and certify under the penalties of the Law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein, that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount is a reasonable one.

Date

Signature

Position

COUNTY CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

DATE PASSED _____

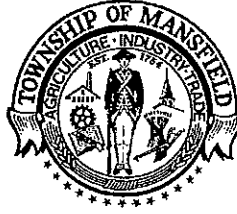
CHECK # _____

AMOUNT _____

Date

Department Head Signature

TOWNSHIP OF MANSFIELD



November 30, 2018

Warren County Department of Land Preservation
500 Mount Pisgah Ave.
PO Box 179
Oxford, NJ 07863

RE: Mount Bethel Church 2016 Grant-

To Whom It May Concern:

The Township is in the process of completing the work that was included in the 2016 grant project. We would like to request an extension to complete the project.

Please let me know if there is any other information that is needed.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Dena Hrebenak". The signature is fluid and cursive, with the first name "Dena" being more prominent.

Dena Hrebenak
RMC

100 Port Murray Road, Port Murray, NJ 07865
908-689-6151 ext 128

