



## Window Restoration + Tuning Proposal

**Date:** Tuesday, December 29, 2020

**For:**

Zach Pape  
513 McCall Street  
Waukesha, WI 53186  
703-994-6910  
[zachary.pape@gmail.com](mailto:zachary.pape@gmail.com)



**Company Mission:**

*Thoughtful Craftsmen's mission is to maintain the historic housing stock of Milwaukee and its older suburbs through comprehensive restoration that treats a home as a living organism composed of interconnected systems. Using the highest quality materials, applied and installed with a thoughtful eye to historical and architectural details, we endeavor to return homes to their original appearance in a way that will survive for decades to come.*

## **Work Proposed:**

Window Restoration + Tuning

## **Job Description:**

Remove windows to our facility in Shorewood for restoration to take place. This may necessitate removing exterior storms to remove top sash which will be re-affixed after windows removed. Temporarily board up openings as requested.

Work for you double-hung windows will include:

Removing and replacing glazing.

Replacing broken glass.

Addressing damaged or deteriorated wood using Abatron Wood Restoration 2 Part Epoxy repair solution. This process clears areas of existent rot/deterioration, consolidates the wood with a liquid epoxy and is followed with an epoxy putty which is packed into place. After it has set, we sand and shape it to match surrounding structure. This includes filling any gouges or screw/nail holes.

Addressing dried out wood that has developed fissures in the grain. These areas will be brushed with an epoxy slurry. This will penetrate and harden existing wood preventing further erosion and help build back up the surface before priming and painting.

On interior and exterior of windows: Paint will be removed taken to near bare wood. We then scuff sand, clean thoroughly and prime windows using Zinsser SmartPrime and Coverstain. Followed by two coats of premium latex exterior paint. Color and sheen to be selected by owner and listed below.

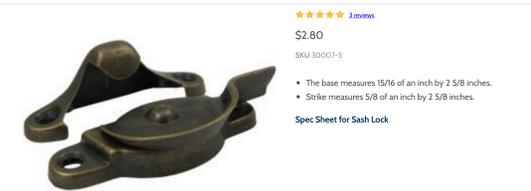
Once windows are fully restored. We then reinstall tuning as necessary. This will include:

Affixing top sash fully up into its opening so that when the lower sash is installed top and bottom sash meeting rails line up and latch tightly.

Removing any excess paint where it has built-up in the jams and is inhibiting proper function. Note: this is not a full strip of jams. Full strip is available on request.

All windows to receive new pulleys, sash chords and hardware. Suggested hardware pictured below.

Other options include adding weatherstripping. (Adds 30 mins time and 10 dollars materials per window)



We perform our window tuning on a time and materials basis because no two windows are the same, and because of the options you choose can greatly affect the time it takes to do each window.

We perform all work, per EPA regulations, in a lead safe manner. Removal will require lead safe set up.

Finally, you do not need to commit to a total number of windows prior to commencement. We continue work at your pleasure.

Color Scheme (to be filled out by owner)

Windows Interior: \_\_\_\_\_

Windows Exterior: \_\_\_\_\_

Other Specifications: \_\_\_\_\_

## Totals

**Window Restoration + Tuning - 14 hrs and \$75 Materials Per Double Hung Window  
(Rough + Non Binding Estimate)**

**All work to be performed on the basis of time and materials. Hourly work to be performed at \$75/hr. plus the cost of all materials, expendable supplies. Including set up, removal, reinstalling and cleanup.**

## A Note on Time and Materials Work:

To track our time and keep you informed, we complete and share with you daily time and materials logs and are happy to discuss the process, progress, and any options that arise as frequently as you would like. We like to see this as a collaborative process.

**AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON THE OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE BELOW SIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS/HER MORTGAGE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL CLAIMANTS ARE DULY PAID.**

**Payment Schedule:**

Non-refundable time-slot reservation retainer of \$500 due upon signing. (Will be deducted from final invoice.)

Time & materials work Invoiced and paid weekly as needed.

Payments due directly upon receipt of invoice.

1/2% interest per month on all payments 5 days overdue.

Scheduling is based on date of signed proposal and received downpayment. For this, check is best and can be made out to Thoughtful Craftsmen and sent to P.O. Box 11537 Shorewood, WI 53211.

Authorized Signature, Thoughtful Craftsmen, LLC.

*Jake Meils*

Tuesday, December 29, 2020

I agree to these terms and authorize the work described above.

\_\_\_\_\_ Date \_\_\_\_\_ Owner/Agent (Please sign one copy and return it to us).

*Thank-you*