



## **New Storm Window and Restoration Proposal**

**Date:** 4/29/25

**For:**

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## 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:

Fabricate and install a new fixed storm window.

Restore the window opening to receive the storm window.

(\*) Any work highlighted in green and marked by an asterisk below will be performed on the basis of time and materials, added to total.

## Job Description:

Remove existing storm window as needed; dispose/recycle. Prices below includes a 10 minute allowance for removal of the storm window. (\*) In the event that it takes longer (caulking usually) we will charge hourly for additional time required.

Measure window openings.

(\*)Any modification of existing opening due to past work or deterioration discovered to be performed on the basis of time and materials in consultation with owner and be added to the price below.

\* The window opening is in poor shape. Thoughtful Craftsmen will restore the exterior elements of the window (exterior casing and sill) per our Restoration Protocol, so that the new storm window will have a proper seat for install. A rough estimate for this work is provided in the cover email.

## Restoration Protocol

-Any damaged, rotting, missing, or mismatched wood.

### Damaged wood will be addressed in one of two possible ways:

1. By using Abatron Wood Restoration Epoxy, following a protocol employed by the US Parks Service on National Monuments (i.e. the Mount Vernon treatment). This process removes all deteriorated wood, consolidates the remaining stable material with a liquid epoxy and is then followed with a 2 part epoxy putty that is packed into place. Once the putty has set, we are able tool it to match the existing structure.

Abatron Epoxy may also be applied to address fissured or dried out wood. These areas can be very successfully consolidated with a "slurry" made from a combination of the liquid and the dough components of Abatron to fill cracked or checked wood. This will build up the

surface and prevent further erosion of the wood, greatly expanding the adhesion of the new paint.

If you'd like more information on the epoxy product we use I have attached a link to a short video. [https://www.youtube.com/watch?time\\_continue=17&v=2yGQMnmNK1Y](https://www.youtube.com/watch?time_continue=17&v=2yGQMnmNK1Y)

2. Any wood missing or deemed too far deteriorated to be economically repaired with epoxy, will be removed and replaced from pieces of accoya <https://www.accoya.com/why-accoya/benefits/>, clear vertical grain cedar or similar highly rot resistant material as available to match what was existing, or what would have been historically appropriate. All replacement wood will be primed on all sides prior to installation with stainless fasteners.

Construct a new historically accurate storm window. This involves several key elements:

1. Matching dividing rails: There will be no dividing rail for this storm window. The primary window is an original non divided stained glass window.
2. Proportions of rails and stiles: The rails and stiles, which are the horizontal and vertical components of the storm window frame, will be designed to match the proportions of the main windows.
3. Chamfered edges: Surrounding the perimeter of the glass panes, the edges of the storm windows will be chamfered, meaning they are beveled or sloped, to mimic the traditional glazing of windows.

Thoughtful Craftsmen Storms are constructed out of Accoya wood.

<https://www.accoya.com/why-accoya/>

After the construction of the new storm window, it will be fit precisely to the opening by shaving and sanding as needed.

The window will fully be primed and painted with 2 coats premium acrylic latex using a spray gun on all sides. Please provide a color-code if available here:

Storm window will be installed using new galvanized hardware.

Fixed Storm Window – Non operable storm window with a fixed piece of glass. The storm window for this project will not have a dividing rail.



**Totals: \$1,650**

**Note: Price includes removal and disposal/recycling of existing storms as needed, all materials, hardware, fitting, priming, painting and installing of new storms.**

**Any time and materials work necessary marked with (\*) and highlighted in green above to be performed at the rate \$100/hr. including the cost of all materials and expendable supplies +10%. 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.**

**Compliance with Wis. Admin. Code Chapter DHS 163:** Thoughtful Craftsmen Inc. shall comply with Wis. Admin. Code Chapter DHS 163 while performing paint and/or restoration work as provided for in the attached Proposal upon property that is covered under Wis. Admin. Code Chapter DHS 163. A copy of said Chapter DHS 163 is attached, as is the "Renovate Right" pamphlet. By signing below, you acknowledge, admit and agree that you have been provided a copy of Wis. Admin. Code Chapter DHS 163, and a copy of the "Renovate Right" pamphlet.

**Bonding and Insurance Coverage:** Thoughtful Craftsmen Inc. maintains workers compensation insurance as well as general and excess liability insurance; proof of said insurance is attached to this Proposal. Thoughtful Craftsmen Inc. does not maintain Bonding Insurance.

**Animal or Pest Policy:** If critters are found during construction and pose a safety risk, delay the project, or need special handling, Thoughtful Craftsmen will inform the property owner. The owner is responsible for their removal unless otherwise agreed in writing. We are not liable for any extra costs or delays related to critter removal unless included in the original contract. Additionally, Thoughtful Craftsmen is not responsible for damage to installed materials caused by animals or insects during or after installation. It is the property owner's responsibility to protect materials from such damage. Consulting a pest management professional is recommended.

**Landscaping Liability Disclaimer:** Thoughtful Craftsmen shall not be held liable for any damage to existing landscaping, including but not limited to trees, shrubs, lawns, and garden features, that may occur during the course of the construction project. While every reasonable effort will be made to minimize impact, the client acknowledges that certain damage may be unavoidable. The responsibility for any necessary repairs or restoration of landscaping shall rest solely with the client unless otherwise specified in the contract.

**Social Media Policy:** Thoughtful Craftsmen may capture photos or videos of the project for marketing, including social media and websites. We ensure no sensitive information about the property is shared without written consent. The property owner can request removal of any content they find objectionable. If the owner wishes to opt out of media use, they must notify the Contractor in writing before work begins.

**Sign Policy:** Thoughtful Craftsmen may place a sign in the yard during the project, which will be removed two weeks after completion or upon request. If you prefer not to have a sign, please initial here: \_\_\_\_\_

Proposal may be withdrawn if not accepted within 30 days. Scheduling is based on receipt of down payment.

### **Payment Schedule:**

- \$1,650 non-refundable time-slot reservation retainer (will be deducted from first invoice). For this, check is best and can be made out to Thoughtful Craftsmen and sent to P.O. Box 11537 Shorewood, WI 53211.
- 1/2 due upon commencement.
- Remainder due in full upon substantial completion, less punch-list retainer if needed.
- Time and materials work billed weekly as needed.
- Payments due directly upon receipt of invoice.
- 1.5% interest per month on all payments 5 days overdue.

Authorized Signature, Thoughtful Craftsmen, INC.

*Joe Thomas.*     **Date:** 4/29/25

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

\_\_\_\_\_  
(Please sign and return including down-payment).

\_\_\_\_\_ Date \_\_\_\_\_ Owner/Agent



