

# Studio Arts & Glass, Inc.

7495 Strauss Ave. N.W. • North Canton, Ohio 44720  
(330) 494-9779 • fax: (330) 494-9470  
www.studioartsandglass.com

March 2, 2018

Family Abuse Shelter of Miami County, Inc.  
16 East Franklin Street  
Troy, Ohio 45373

Re: Trinity Episcopal Church

Dear Trustees:

We have inspected the leaded, stained glass windows in the Trinity Episcopal Church. These are exceptional stained glass windows believed to have been created in the late 1800's. The condition of the windows is severely deteriorated and in a weakened state. The lead has lost its elasticity, expanding in the heat of the summers and contracting with the cold winters. This is why the windows are bowing, causing glass to break and the lead channels to break from the solder joints. In the current condition, the stained glass windows must be removed before they fall out of the opening frames. For the personal welfare of individuals in the room and the preservation of the leaded glass windows, removal should be immediate. The optimum salvage of these windows would be enhanced if we can remove the leaded glass panels in the wood frames. We can not be certain if this is an option until we can determine how the frames will release from the brick, plaster and lath. The leaded glass windows will be reinforced with duck tape to ensure glass is held together on removal. The cost for the stained glass window removal, including all labor, scaffolding and materials, is \$8,700.00.

44" X 160"	\$1,200.00 X6	\$7,200.00
58" X 60"		500.00
68" X 118"		1,000.00

The openings of the above windows can have wood boards cut to shape and installed into the openings until the building is demolished. The boards are a temporary coverant not for security or weather tight. This work must be completed at the time of the stained glass removal. The cost for boarding up the stained glass window openings, including all labor, scaffolding and materials, is \$2,850.00.

44" X 160"	\$375.00 X6	\$2,250.00
58" X 60"		200.00
68" X 118"		400.00

The above windows must be repaired with a total restoration. To complete this restoration each stained glass window will have the interior wood molding removed holding it the wood frame. The windows will be transported on a vertical easel in our truck to the Studio. The frame openings will be cleaned of debris. A rubbing of each panel will be made to ensure exact glass placement and lead profile and size. The windows will be dismantled, the glass cleaned and badly broken glass replaced. Where the original historical glass can be reused, we will salvage

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usable glass by adding a lead line. In areas that are badly broken, we will replace with new glass using your broken glass as a template. Stained glass will be matched as closely as available. New lead came in the same size and profile as the original will be used to totally relead the windows. All joints will be welded with 60/40 solder. Glazing cement will be forced under the lead channel to seal and strengthen the stained glass panels. The panels will lie flat for three days to allow the glazing cement to cure. Reinforcement bars will be soldered onto each stained glass window for added strength. Cleaning and polishing of the glass is the final step before installation into the original frames. The cost for the stained glass window total restoration, including all labor, materials, is \$63,800.00.

44" X 160"	\$8,500.00 X6	\$51,000.00
58" X 60"		4,000.00
68" X 118"		8,800.00

We require a signed contract when placing the order. A 50% deposit of the contracted window segment is required with the balance due on completion of said section. Sales tax is exempt with a provided tax form. This contract can be cancelled within three days with written notice. This quote is valid for 30 days. Frame woodwork may be in need of repair but is not visible at this time. We will inform you if any wood rot or damage is found when the windows are removed. Repairs can be made on a time plus material basis. This quotation does not include structural repairs, frame or wood replacement, brick or mortar repair. Please allow approximately 3 months for completion of restoration. We not be cleaning the window area we are working on due to the building being demolished. Please remove valuables surrounding the area before work begins for the security and protection of the Family Abuse Shelter personal property including but not limited to, valuables and perishables. This shall be the sole responsibility of the Shelter. Workers' compensation certificate and liability insurance certificates can be supplied upon request. Windows in transport to the Studio will be insured as stated in the liability certificate.

Thank you for allowing us to plan this stained glass removal and restoration exclusively for you.

Sincerely,



Wendy Warren Joliet

I agree to the above terms.

\_\_\_\_\_  
Authorized signature

Date: \_\_\_\_\_

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