



Small Town Girl Arts

Alyssa Feihel

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Emily Leger

Planting Fields Arboretum

1395 Planting Fields Road

Oyster Bay, NY 11771

Proposal and Estimate for Stained Glass Repair

Description of Work

This project consists of the removal, deconstruction, cleaning, reconstruction, and reinstallation of one stained glass panel from Coe Hall at Planting Fields Arboretum. The following proposal will describe the scope of work and cost estimate.

Scope of Work

- ❖ A written report will be compiled for the project that includes the following: existing conditions, all work completed on the panel, and photographs (before, during and after conservation work).
- ❖ I will be on site to supervise and assist with the removal of the panel. (*Removal, packaging and transportation to be provided by the Planting Fields team.*)
- ❖ The existing lead will be removed and replaced with new lead comes to match the original profile.
- ❖ Any broken glass pieces will be replaced with glass of a similar clear texture to match the original.
- ❖ The panel will then be reconstructed with structural improvements. (*Diagram(s) of any structural changes to be provided as work progresses.*)
- ❖ The historic window will be safely removed from the existing window and intricately cleaned.



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- ❖ The yellowed panel will be removed from the box and a new clear glass panel will be used in the window in its place.
- ❖ A new display “box” will be created for the reinstallation of the historic window addition to the new panel. The new design will be less obtrusive to the overall window and interior space. *(Diagram(s) of the “box” will be provided as work progresses.)*
- ❖ Upon completion of the restoration, the Planting Fields team will pick up and transport the windows back to Coe Hall and I will be on site to assist and supervise with the reinstallation. *(Two boxes will be needed for this transport – (1) large box for the overall panel and (2) smaller box for the smaller historic window – this will be installed once back on site.)*

Pricing Breakdown:

The pricing that follows reflects a one-time adjustment to accommodate for the existing budget provided. All future restorations will follow a similar breakdown to the addendum attached.

❖ Material Cost	\$ 500.00
❖ Labor Cost	\$ 3,000.00
Total Cost:	\$ 3,500.00

Payment Schedule:

❖ Upon delivery of window at studio	\$ 2,000.00
❖ Upon reinstallation of window on site	\$ 1,500.00

Please make checks payable to Alyssa Feihel



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Addendum:

Typical Pricing Breakdown

❖ Material Costs	\$ 500.00
❖ Deconstruction of the window	\$ 300 – \$ 400
❖ Cleaning / Cutting of the Clear Glass	\$ 300 – \$ 400
❖ Cleaning of the Historic Panel	\$ 2,400 – \$ 3,600
❖ Reconstruction of the window	\$ 3,200 – \$ 4,000
○ Includes structural improvements and creation of the new “box” for the historic panel	
❖ Creation of written report	\$ 510 – \$ 680
○ Existing conditions and documentation of all conservation work	
Total Cost:	\$ 7,210.00 – \$ 9,580.00

This addendum provides the pricing that would normally be reflected for this particular window and can be used as a guideline for future funding. Pricing of any future restorations would be done on a case-by-case basis but would be broken down in a similar fashion. Factors include: size of the window, design complexity, extent of restoration work to be done, number of hours to complete work, etc.