

## Memorandum

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To: Marie Sarchiapone, NYS Historic Sites Restoration Coordinator  
From: Lisa Easton, Partner Easton Architects  
Cc: Danielle Dwyer, Saratoga State Park  
Project: Shaker Historic Village Stabilization & Restoration  
Project No.: 15PR07030  
Date: June 21, 2021

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Dear Ms. Sarchiapone,

During pre-bid meetings with the County of Albany, the scope of work of this project was reduced from the previously approved construction documents (approval date 03/15/2021). The new scope of work for all five buildings is listed below:

### Wash & Extract House

1. Replace rotted and deteriorated rafters and sill plates with new members.
2. Resecure detaching sections of slate roof tiles and replace missing tiles with new to match existing. Repair select areas of wood sheathing, install new copper flashing and new copper ridge vent.
3. **Scope of Work that was removed from the Bid Documents:**
  - a. Regrade the courtyard lawn at the west of the building to direct water away from the building foundations to achieve positive drainage.
  - b. Masonry repairs including repointing, replacement of deteriorated face brick, crack repairs, scarify and patch deteriorated sills and base.
  - c. Replace/repair select areas of missing and corroded metal cornice and eaves using dutchman repairs. Resecure detaching section of metal cornice and eaves with solder. Scrape, prime and paint entire metal cornice.
  - d. Installation of steel lintels at select window openings.
  - e. Installation of plywood protection in openings where window glazing is missing.
  - f. Installation of new joint sealers at all window and door frames.
  - g. Installation of new copper circulating roof vent.
  - h. Installation of new roof hatch.

### Ministry Workshop

1. This is the most water-tight building so all scope of work has been eliminated.
2. **Scope of Work that was removed from the Bid Documents:**
  - a. Masonry repairs including repointing, replacement of deteriorated face brick, crack repairs, scarify and patch deteriorated sills and base.

- b. Replace/repair select areas of missing and corroded metal cornice and eaves using dutchman repairs. Resecure detaching section of metal cornice and eaves with solder. Scrape, prime and paint entire metal cornice.
- c. Installation of plywood protection in openings where window glazing is missing.
- d. Remove and dispose of deteriorated wood porch on east facade. Install new wood frame porch base and step.
- e. Replace deteriorated roof rafters with new members.
- f. Install new sheet metal roofing as well as new plywood sheathing, ice and water shield and copper flashings.
- g. Installation of new joint sealers at all window and door frames.

#### Brethren's Workshop

- 1. Replace/repair select areas of missing and corroded metal cornice and eaves using dutchman repairs. Resecure detaching section of metal cornice and eaves with solder. Scrape, prime and paint entire metal cornice.
- 2. Remove dormer openings and provide new roof framing. Replace rotted and deteriorated rafters and sill plates with new members.
- 3. Install new sheet metal roofing as well as new plywood sheathing, ice and water shield and copper flashings.
- 4. Remove deteriorated east porch (platform and staircase to remain). Perform masonry repairs at porch support piers, scarify and patch existing concrete steps, and replace deteriorated wood framing members at porch base.
- 5. **Scope of Work that was removed from the Bid Documents:**
  - a. Remove and dispose of deteriorated wood porch on west facade.
  - b. Masonry repairs including repointing, replacement of deteriorated face brick, crack repairs, scarify and patch deteriorated sills and base.
  - c. Replace deteriorated floor joists at attic floor.

#### Trustee's Office

- 1. Replace/repair select areas of missing and corroded metal cornice and eaves using dutchman repairs. Resecure detaching section of metal cornice and eaves with solder. Scrape, prime and paint entire metal cornice.
- 2. Remove dormer openings and provide new roof framing. Replace rotted and deteriorated rafters and sill plates with new members.
- 3. Install new sheet metal roofing as well as new plywood sheathing, ice and water shield and copper flashings.
- 4. **Scope of Work that was removed from the Bid Documents:**
  - a. Masonry repairs including repointing, replacement of deteriorated face brick, crack repairs, scarify and patch deteriorated sills and base.
  - b. Replace deteriorated floor joists at attic floor.
  - c. Installation of plywood protection in openings where window glazing is missing.
  - d. Remove and dispose of deteriorated wood porch on west facade. Install new wood frame porch base, treads, risers and metal handrail.
  - e. Installation of new joint sealers at all window and door frames.
  - f. Scrape, prime and paint wood door and door surround on west facade.

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#### Garage

1. Install new asphalt shingle roofing as well as new plywood sheathing, ice and water shield and copper flashings.
2. Replace wood rafter tails with new to match existing in profile and dimension.
3. **Scope of Work that was removed from the Bid Documents:**
  - a. Installation of new joint sealers at all window and door frames.
  - b. Masonry repairs including repointing, replacement of deteriorated masonry, and crack repairs.

Please contact our office if you have any questions about the new scope of work for this project.

Thank you,

A handwritten signature in black ink, appearing to read "Lisa Easton", written in a cursive, flowing style.

Lisa A. Easton

Partner