

**TOWN CLERK/FRONT OFFICE REPORT
OCTOBER 2016**



**TOWN CLERK/FRONT OFFICE
REPORT
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Meetings:

Ms. McAuley attended weekly meetings with members of Aman Trust and Professor Linebaugh to work on the Grant.

Ms. McAuley attended Management Team meetings with other Town staff.

Ms. McAuley attended a meeting with Management Staff and a resident to help clarify a few concerns and give the person updates on some projects.

Ms. McAuley met with the owners of the EZ Mart Shopping Center concerning façade improvements.

Ms. Griffin met with Kim Knox concerning a grant for Rogers Heights Elementary.

Ms. Griffin assisted Council Member Ficklin with the business meeting with Secretary Gill. She attended the meeting, also.

Ms. Griffin attended the Halloween Party put on by the Police Department for the children the community.

Community Development Block Grants:

Ms. McAuley worked on closing out PY 39. Phase I of 53rd Place Improvements.

Ms. McAuley submitted an application for PY 43: Sidewalk Improvements: Locations to be determined after the award is approved.

Bostwick

A preliminary grant application was submitted by Aman Trust, with the partnership of the Town and University of Maryland Preservation Program staff. We are asking \$50,000 for phase I of the restoration of the south buttress. This will include scaffolding, supports for the sides, “emptying” the interior and documenting the work the fabric.

This restoration is critical to sealing the “outside” envelope of the house.

Ethics

Ms. McAuley submitted the annual report prior to the October 1 due date that included the amendments to the Town’s Ethics Law.

Veterans’ Day

Ms. Griffin sent out invitations to the Peace Cross Event on 11/11/16.

PIA Requests

Ms. McAuley amended the Town's new PIA request form to reflect potential copying and research charges. These forms were sent to at least two requesters. (attached)

TOWN OF BLADENSBURG
Office of the Town Clerk
4229 Edmonston Road
Bladensburg, Maryland 20710

Public Information Act (PIA) Records Request Form

All requests for records maintained by the Town of Bladensburg pursuant to the Maryland Public Information Act should be submitted on this form to the Office of the Town Clerk. Please type or print.

Individual Name _____ Date _____

Business/Organization Name _____

Mailing Address _____

City _____ State _____ zip _____

Phone Numbers _____

Email Address _____

Describe or identify the records that you want to inspect or have copies in as much detail as possible.

The first ten (10) pages of paper or electronic copies of documents is free. Above that, the copies are 25 cents per page. CDs and/or DVDs are \$5.00 each. There will be a fee of \$45.00 per hour for research and retrieval of records, beyond the first two hours that are free. In the case of an unusually large expense, prepayment may be required in advance. If the costs will be over \$250, this will be required. If applicable, the Town will charge for necessary attorney's fees in association with a request.

____ I am willing to pay all fees for this request without notification.

____ I am requesting that the fees be waived on the following grounds:

Signature _____ Date _____



PRINCE GEORGE'S COUNTY

2017 Historic Property Grant Application

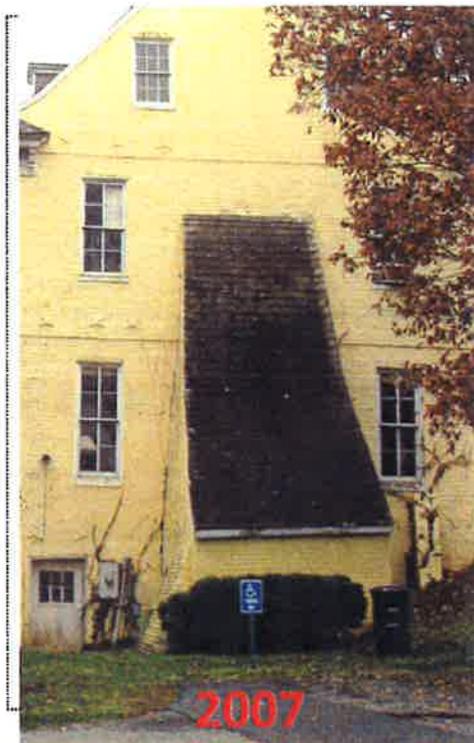
FOLLOW THE SEPARATE INSTRUCTIONS STEP-BY-STEP WHEN COMPLETING THIS APPLICATION.

1. Historic Property

Bostwick House		
Historic and/or current name of the property (if applicable)		
3901 48th Street, Bladensburg, MD 20710		
Street Address	City	ZIP

DO NOT MARK IN THIS BOX

2. Photograph(s)



3. Amount of funding requested: \$ 50,000 (The maximum award per project is \$50,000; DO NOT request an award greater than this.)

4. Application contact information

Samuel Parker Jr.		5601 57th Avenue	
Name of contact person		Street address	
Riverdale, MD 20737			
City	State	ZIP	
(301) 742-1972		sjparker2@verizon.net	
Contact phone		Contact email	

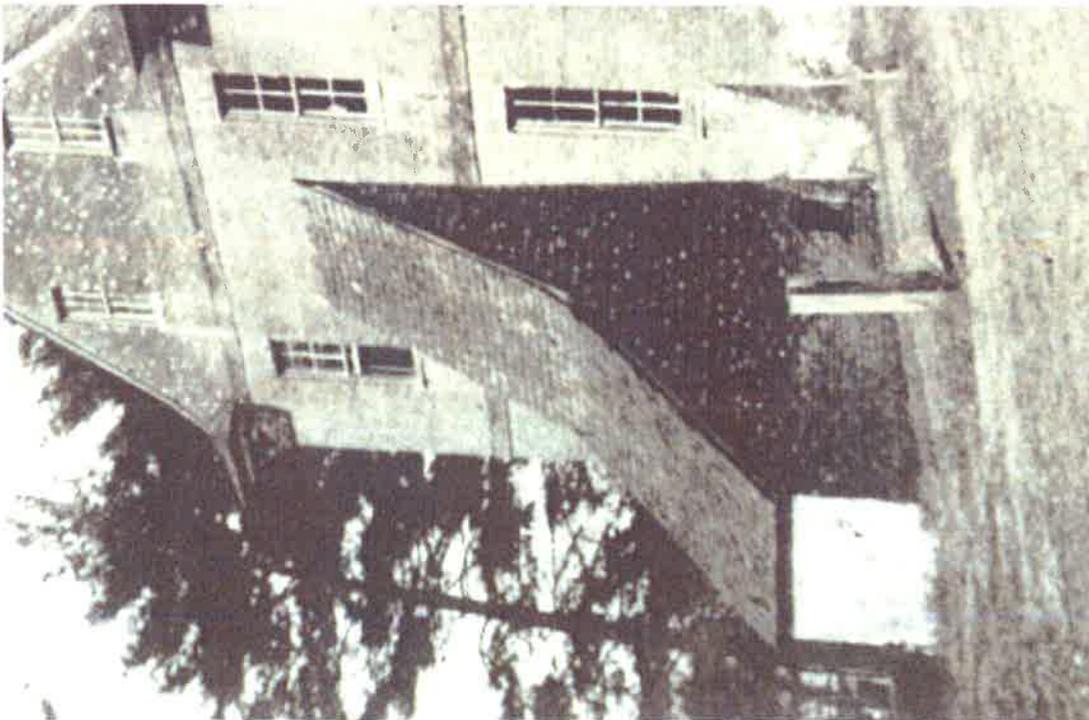


Figure 1. Buttress ca. 1890, prior to Colonial Revival changes to Bostwick House and property. Note wooden shingle roof on buttress and glazed header brick on east wall.

Bostwick House
3901 48th St.
Bladensburg, MD

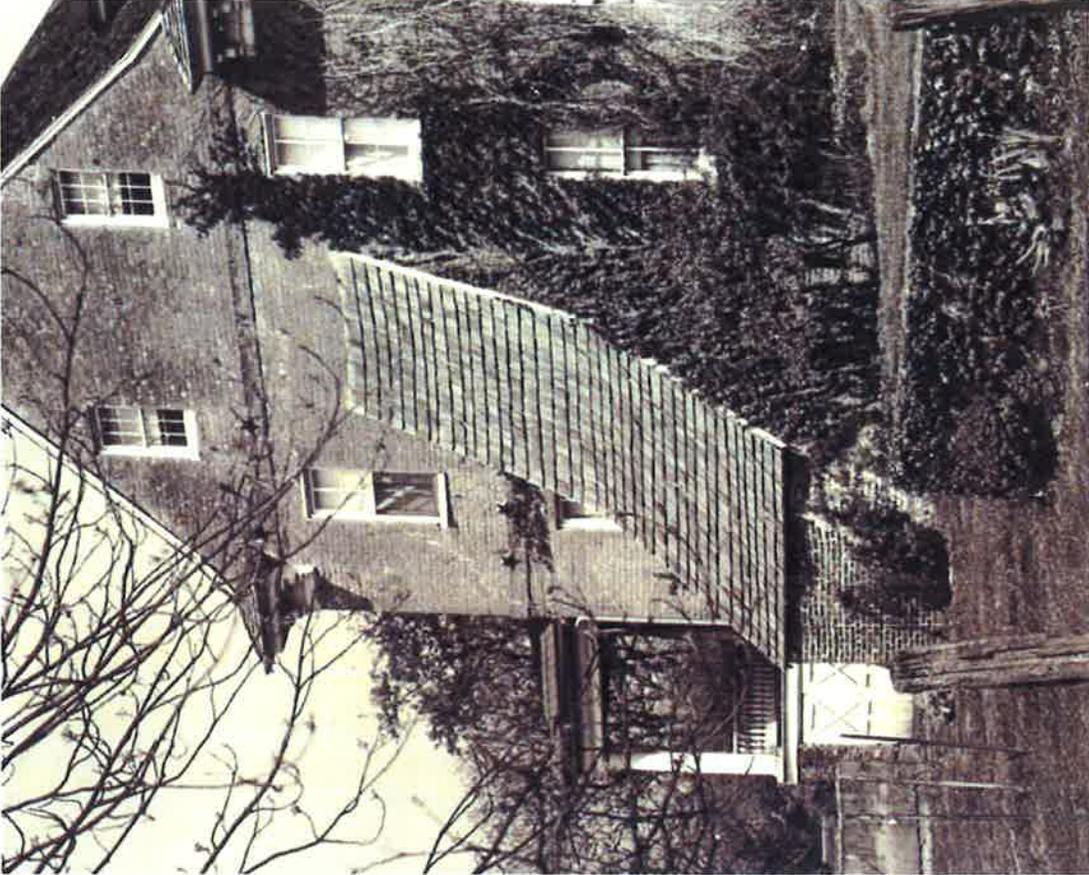


Figure 2. Buttress in 1936 HABS photo. Prior to painting of the entire structure. Note apparent brick damage to southeast corner and dense ivy on east wall.



Figure 3. Buttress in 1989 HABS photo. Roof has been resingled with cement/asbestos shingles.

Bostwick House
3901 48th St.
Bladensburg, MD

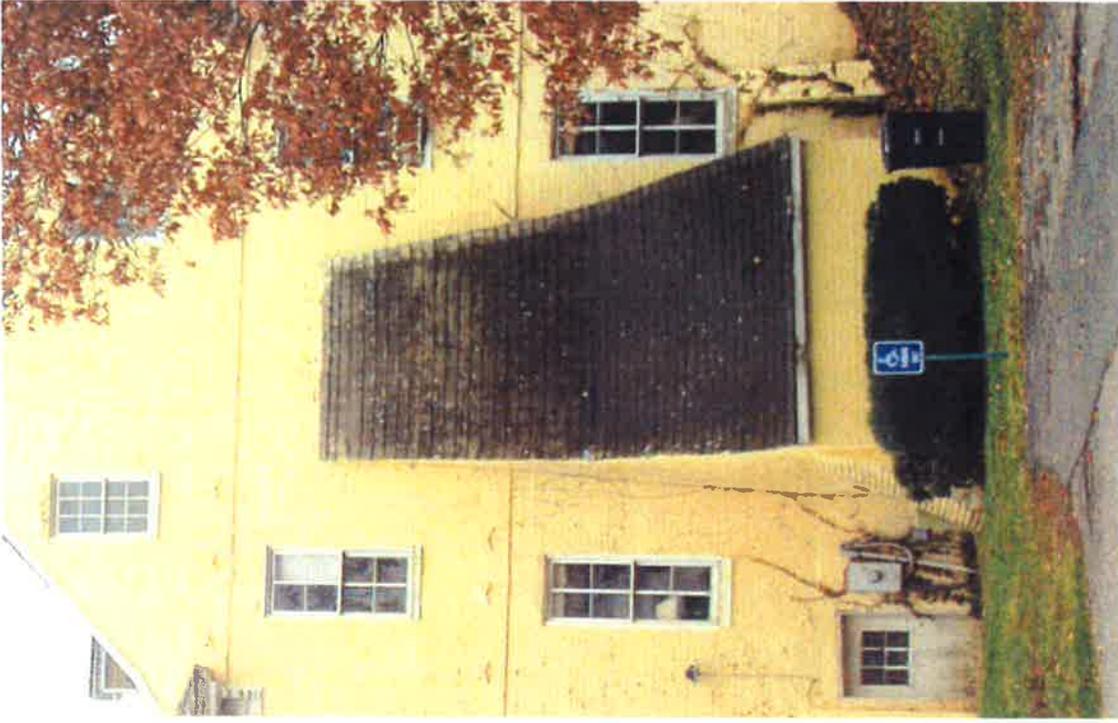


Figure 4. Buttress in 2007. Generally stable condition overall.



Figure 5. Aftermath of the violent microburst that torn off the buttress roof in June 2012. Roof decking of circular sawn lumber (with wire nails) and cement/asbestos shingles cover the back yard.

Bostwick House
3901 48th St.
Bladensburg, MD



Figure 7. Buttress interior in 2014. Much of the soft unmortared interior brick work has collapsed.



Figure 6. Buttress interior shortly after roof destroyed in 2012. Interior soft brick is unmortared and supported on timber "ledges."

Bostwick House
3901 48th St.
Bladensburg, MD



Figure 8. Butters interior in 2016, showing continuing deterioration.

Bostwick House
3901 48th St.
Bladensburg, MD



Figure 9. East wall of butters. Arrow points to large deflection (bulge) in wall (+/- 12 inches) about 2 feet above the ground surface.

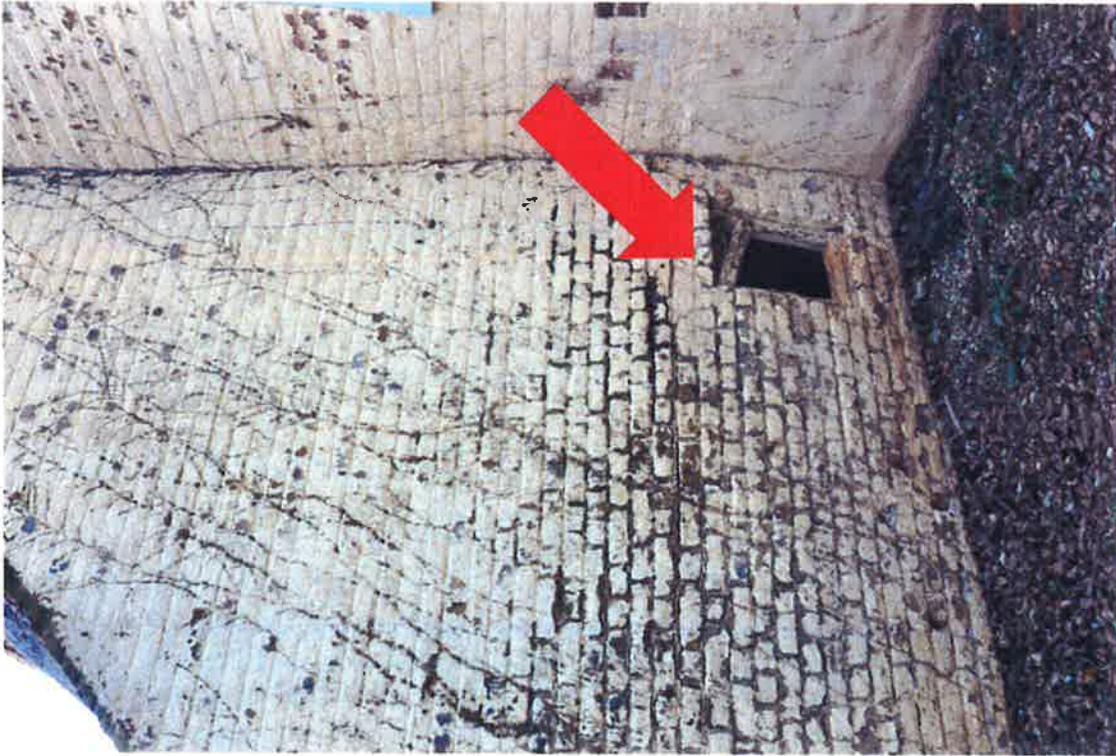


Figure 10. East wall of buttress. Arrow points to deflection and failing brick above the window opening.

Bostwick House
3901 48th St.
Bladensburg, MD

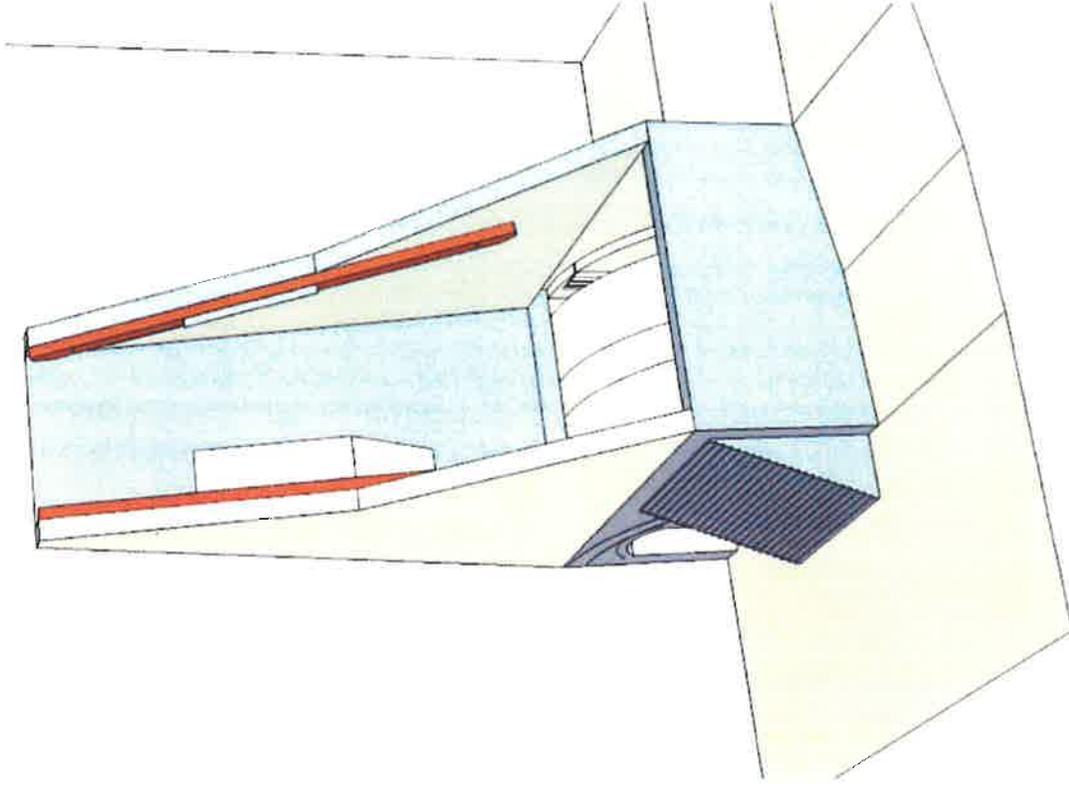


Figure 11. Preliminary Sketchup model of buttress based on data that could be derived from direct measurement and photographs (Stephen Neuhouser, delineator)

5. Project description: Provide a succinct description of your project in the space provided.

The proposed project seeks to document and restore the large brick buttress on the south end of the 1746 Bostwick House in Bladensburg, Maryland. The Town of Bladensburg, owner of the Bostwick property, is a designated TNI (Transforming Neighborhoods Initiative) area, an effort that focuses on uplifting neighborhoods that face economic, health, public safety, and educational challenges, and is also an original member of the Sustainable Maryland Certified program (recertified in 2016). In 2012, the roof of the buttress was totally destroyed during a microburst weather event (winds estimated at 80 to 100 mph). This powerful storm lifted the entire roof structure off the buttress and carried it out into the rear yard where it struck a tree and disintegrated. Repairs were delayed due to more critical safety needs to repair the main roof, also damaged in the microburst, and the two end chimneys which were severely damaged in the previous year's earthquake. The interior of the buttress is now fully exposed to the weather and the east side of the buttress is severely bowed and in danger of collapse. The proposed project is divided into two phases: Phase I entails careful deconstruction and documentation (the present request), while Phase II consists of a restoration design by the structural engineer and then construction. The buttress at Bostwick House is a very unusual structural feature for a mid-18th-century domestic dwelling. In fact, architectural historians at HABS and Colonial Williamsburg suggest that it may be one of a kind. Thus, it deserves careful study and restoration. Importantly, the restoration of the buttress represents the last major project needed to complete the restoration of the building's exterior envelope. The project is also needed for health safety issues, i.e., the collapsing east wall, and the stability of the entire south wall of Bostwick.

6. Budget. Provide a work item/cost breakdown of your proposed project. See the instructions on how to complete the table. Attach contractor estimate(s) directly after this page.

WORK ITEM	GRANT	APPLICANT CONTRIBUTION			TOTAL COST
		CASH	IN-KIND	DONATED	
Bracing the buttress	\$ 19,125.00				\$ 19,125.00
Scaffolding	\$ 10,000.00				\$ 10,000.00
Deconstruction-documentation	\$ 17,981.00		\$ 2,406.00		\$ 20,387.00
Site preparation			\$ 5,800.00		\$ 5,800.00
Site inspection	\$ 2,000.00				\$ 2,000.00
Contingency	\$ 894.00				\$ 894.00
TOTALS	\$ 50,000.00		\$ 8,206.00		\$ 58,206.00

THIS IS YOUR "AMOUNT OF FUNDING REQUESTED."

THIS IS YOUR TOTAL PROJECT COST.

7. Describe the historical and cultural significance of the resource(s). 0-10 points

Bostwick House is a National Register site located in Bladensburg, Maryland that consists of an elegant Georgian-style main house, multiple outbuildings, and landscaped grounds. Bostwick stands on a rise, which overlooked the original town (established in 1742) and its bustling port on the Anacostia River. This important house was constructed in 1746 for Christopher Lowndes, merchant, shipyard/ropewalk owner, building contractor, postmaster, and commissioner of the Town of Bladensburg from 1745 until his death in 1785. After the death of Lowndes' widow, Bostwick became the property of her son-in-law, Benjamin Stoddert, first Secretary of the Navy. For two years, 1800-1802, this elegant house was the rented home of the Flemish aristocrat Henri Joseph Stier. In 1814, British Agent and Bostwick resident Thomas H. Barclay witnessed the action of the Battle of Bladensburg. From 1822 to the end of the 19th century, it was the home of three generations of the prominent Stephen family. Bostwick was the home of three generations of the Kyner-Cristofane family, which included two Mayors of the Town of Bladensburg. Bostwick is the oldest surviving structure in the historic port town of Bladensburg. The site also has an important historical association with the enslaved people and indentured servants who built the house, worked the land, and supported the port. Lowndes, himself, was a major slave importer with connections to the Liverpool slave market, making the house a significant site of African American culture. Though in very fragile condition, it is an outstanding example of mid-18th-century Georgian domestic architecture, continuously evolving through the Federal and Colonial Revival periods. According to architectural historians, the south buttress, reportedly added during Stoddert's ownership, is the only known example of this type of structural intervention in the Eastern U.S. The house sits on an 8-acre "urban plantation" site, with an important complex of 18th and 19th-century agricultural buildings.

8. Describe the project's urgency of need for financial assistance. 0-5 points

In June 2012, the roof of the buttress was totally destroyed during a microburst weather event (estimated at between 80-100 mph). This powerful wind lifted the entire roof structure off the buttress and carried it out into the rear yard where it struck a tree and disintegrated. Repairs were delayed due to more critical safety needs to repair the roof, also damaged in the microburst, and the two end chimneys severely damaged in the previous year's earthquake. With the interior of the buttress now fully exposed to the weather, the structure is in dire need of repair.

In addition, the east side of the buttress is severely bowed and in danger of collapse as it is not tied to the rest of the buttress structure; this east wall will need to be deconstructed and rebuilt. It is critical that a documentation and restoration project be carried out avoid further damage to the structure, further loss of information regarding this unique structure, and possible damage to the south wall of the main house should the east wall of the buttress collapse.

9. Describe how historically significant materials or details will be retained in the project. 0-15 points

The deconstruction process will produce a great deal of historic material that will need to be retained at least temporarily. The interior brick fill is largely low fired orange brick and much of it has disintegrated due to exposure to rain and freeze thaw. All intact brick will be removed and stored on pallets. These pallets will be covered with heavy tarps during the project to avoid additional weather damage. A final decision on retention or sampling will be made at the end of Phase I. Degraded brick and loose fill will be disposed of in a dumpster. Several large interior wood timbers are visible and these will also be carefully removed and stored in the stable for examination. All of these elements appear to be in very poor condition. At present, several of the large timber elements from the roof system are stored in the stable building, protected from the elements. All timber members will be stored during the project until a final disposition can be determined at the end of Phase I. Given the poor condition, this may simply entail sampling and then destruction following careful drawings and photo documentation. All wooden members will be inspected by Michael Worthington for possible dendrochronological dating. Mr. Worthington has inspected the two roof timbers and neither is suitable for dendro dating. Additional materials recovered during deconstruction, for example, nails or other metal fasteners, will be documented, tagged, and stored in the stable.

10. Describe the provision for long-term resource preservation inherent in the project. 0-15 points

The Town of Bladensburg purchased Bostwick in 1997 to create a significant community amenity for its residents. With technical assistance from the UMD's Historic Preservation Program, grants from the Maryland Historical Trust and Prince George's County, and Town resources, significant funds and energy have been invested in Bostwick, including repairing the chimneys, replacing the roof, and restoring the windows. The crumbling buttress is the next important project. An incremental approach is necessary because of the Town's limited resources to undertake expensive but critical restoration projects. To complete the full restoration of the buttress our team will apply for a Maryland State Bond Bill during 2017 legislative session for approximately \$100,000. This grant request will be used as a match for the Bond Bill request. Once the exterior improvements have been accomplished, we will begin the restoration of the interior including updating the mechanical and electrical systems. The Town has entered into Memorandums of Understanding with the Aman Trust, UMD, and the Anacostia Watershed Society to plan an adaptive use strategy for Bostwick, to raise funds and ancillary resources to continue repairs, and create a sustainable revenue stream to support the operation and maintenance of Bostwick. The buttress repair is an important individual project and also an essential step in our ongoing plan to preserve and support this important resource.

11. How might the project stimulate or promote other preservation activities? 0-10 points

The Town of Bladensburg has promoted its long and significant history as a driver for its economic growth strategy. From the 18th-century Market Master's, George Washington, and Magruder houses, to St. Paul's Baptist Church and the WWI Peace Cross, to the War of 1812 Bladensburg Monument and the Waterfront Park and Visitors Center, the Town has a unique and compelling story to tell. Each of these historic sites has received public and private funds to support their preservation, maintenance, and interpretation to the public. As Bladensburg continues to tell and exhibit its preservation story, the improvements at Bostwick will draw attention to the ongoing investment needed to maintain these important structures and to the Town's commitment to its past and future. The restoration and adaptive re-use of Bostwick continues this long history of preservation and will stimulate new interest in the community's rich history. The Anacostia Trail Heritage Area, which promotes tourism and preservation, and the Town hope to target future public programs and activities at Bostwick. However, these aspirations cannot move forward until the public safety issues of the house, particularly the damaged buttress, are addressed. Furthermore, the restoration of the buttress will virtually complete the exterior envelope of the building, allowing for a refocus of preservation priorities on the interior of the building.

12. Describe your readiness to initiate and complete the project. 0-10 points

The Town has coordinated with Maryland Historical Trust to develop an acceptable approach for documenting, deconstructing, and restoring the buttress; final easement paperwork is underway.

The Town and University of MD have worked with a structural engineer to develop a phased approach and are ready to proceed with final MHT approval. The Maryland Preservation Program has already completed a baseline documentation project on the buttress, and thus have a framework for documenting the interior deconstruction.

The Town and University also have worked with the scaffolding and bracing contractors, and thus the start-up process will be expedited. The University of Maryland and structural engineer both have extensive experience with undertaking and completing projects of this nature.

13. Describe your administrative capability. 0-10 points

This project is a joint effort of Aman Memorial Trust, the Town of Bladensburg, and UMD's Historic Preservation Program. Aman Trust board member Samuel J. Parker, Jr., former Chair of the Prince George's County Planning Board, will be the grant administrator with assistance from John Sower who served as project coordinator for the Bladensburg Monument project. Aman Trust has administered grants for similar projects in Bladensburg including the Monument. Ms. Pat McAuley will coordinate the project for the Town, and she has successfully administered many state, county, federal and foundation grants. UMD's Dr. Donald Linebaugh will direct the fieldwork and reporting; he has led and administered over \$10 million of preservation projects including several for Bostwick.

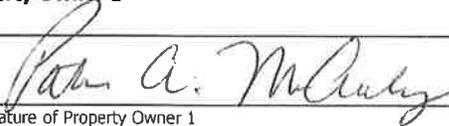
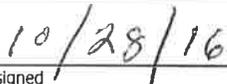
14. Include up to five letters directly after this page that demonstrate community interest and support. 0-5 points

NAME	RELATIONSHIP or OCCUPATION
James Foster	President, Anacostia Watershed Society
Andrea Harrison	Prince George's County Council
Walter Lee James, Jr.	Mayor, Town of Bladensburg
Aaron Marcavitch	Executive Director, Anacostia Trails Heritage Assn

15. Certification

The information submitted with this application is correct to the best understanding of the Contact Person and Property Owner. The Contact Person and Property Owner hereby certify that they will comply with the conditions set forth in this application and the instructions. In the event grant assistance is received, the applicant agrees to the conditions and procedures outlined in this application, the Prince George's County Historic Property Grant Program Guidelines and the instructions, specifically the requirement for timing specifications, Historic Site Designation, the conveyance of a perpetual preservation easement to The Maryland-National Capital Park and Planning Commission, oversight of the project by M-NCPPC staff and adherence to citation requirements. See "Award Conditions" in the instructions for details. This certification is a material condition of any grant award.

Property Owner 1

			
Signature of Property Owner 1		Date signed	
Town of Bladensburg		4229 Edmonston Road	
Name of Property Owner (print legibly or type)		Street address	
Bladensburg, MD 20710			
City	State	ZIP	
(301) 927-7048	pmcauley@bladensburg.net		
Phone	email		

Ethnic Origin of Property Owner 1: (OPTIONAL)

Ethnic origin is categorized by the Federal Equal Employment Opportunity Commission as follows:

- American Indian/Alaskan Native
- Asian/Pacific Islander
- Black or African American
- Hispanic or Latino
- White

Property Owner 2 (if applicable)

Signature of Property Owner 2	Date signed	
Name of Property Owner (print legibly or type)	Street address	
City	State	ZIP
Phone	email	

Ethnic Origin of Property Owner 2: (OPTIONAL)

Ethnic origin is categorized by the Federal Equal Employment Opportunity Commission as follows:

- American Indian/Alaskan Native
- Asian/Pacific Islander
- Black or African American
- Hispanic or Latino
- White

16. Corporate Resolution (sign only if you are signing on behalf of a corporation)

The applicant as below is also authorized and directed to make or cause to be made and to execute and deliver on behalf of the applicant such certificates and statements and any and all other papers, instruments, or documents which may be necessary, convenient, or desirable to complete the transaction of a grant award in the name and on behalf of the applicant and under its corporate seal.

Aman Memorial Trust		
Name of Corporation		
		
Signature of Authorized Officer per organizational documents (e.g., Articles of Incorporation, Charter or By-Laws)	Date signed	
John Giannetti	Chair	
Name of Authorized Officer (print legibly or type)	Position (e.g., president, trustee, etc.)	
5601 57th Avenue		
Street address of organization		
Riverdale, MD 20737		
City	State	ZIP
(301) 742-1972	sjparker2@verizon.net	
Phone	email	

Ethnic Origin of Authorized Officer: (OPTIONAL)

Ethnic origin is categorized by the Federal Equal Employment Opportunity Commission as follows:

- American Indian/Alaskan Native
- Asian/Pacific Islander
- Black or African American
- Hispanic or Latino
- White



ANACOSTIA
WATERSHED
SOCIETY

October 3, 2016

James R. Foster
President

Mr. John Peter Thompson, Chair
Prince George's County Historic Preservation Commission
14741 Gov. Oden Bowie Drive
Upper Marlboro, Maryland 20772

BOARD OF DIRECTORS

Elissa Feldman
Chair

Re: Preservation Grant For Bostwick

Allan Platt
Vice Chair

Dear Chairman Thompson:

Sadara Barrow
Treasurer

The Anacostia Watershed Society entered into a partnership with the Town of Bladensburg a number of years ago to support the continuing use of the Bostwick property while ensuring enhanced preservation and restoration of its buildings and grounds. We have issues created over time and by extreme weather events that have made this a challenge.

Greer Goldman
Secretary

Charles Agle

We have noticed the hard work of the Town. Now, in partnership with the University of Maryland and the Aman Trust, we believe that work of preserving Bostwick can continue to take shape. As President of AWS, I strongly support the Grant Application that is being submitted by the Aman Trust on behalf of a collaboration with the Town staff and University of Maryland Preservation Program Director.

Robert E. Boone

James F. Connolly

Maria Earley

Charles Evans

John W. Lyon

Kathryn Petrillo-Smith

This grant will provide the first steps to restore the south buttress that was severely damaged during a microburst weather event. This project will continue the protective envelop of the exterior so that plans can begin for in interior spaces.

Cynthia Quarterman

Thank you for your consideration of the project. Please call me if I can answer any questions

Antoinette Sebastian

Anthony Thomas

Sincerely,

Michael Tilchin

Jack Wennersten

James R. Foster
President

UNLESS THE WATER RECOVERS OUR SIDES FROM THE TIDEFLAGE



THE PRINCE GEORGE'S COUNTY GOVERNMENT

(301) 952-3864

Andrea C. Harrison
Council Member, District 5



October, 2016

*Mr. John Peter Thompson, Chair
Prince George's County Historic Preservation Commission
14741 Gov. Oden Bowie Drive
Upper Marlboro, Maryland 20772*

Dear Chairman Thompson:

Bostwick, owned by the Town of Bladensburg, is an important historical asset and a great opportunity for educational and cultural experiences in Prince George's County.

Last year, the Town entered into a Memorandum of Understanding with the Aman Trust to support the continuing use of the Bostwick property while ensuring enhanced preservation and restoration of its buildings and grounds. This partnership includes applying for funding to support these critical projects.

The issues created over time and by extreme weather events that have made this a challenge.

As the Town's County Council Member, I strongly support the Grant Application that is being submitted by the Aman Trust, with the support and input of the Town staff and the University of Maryland Preservation Program Director.

This grant will provide the first steps to restore the south buttress that was severely damaged during a microburst weather event. This project will continue the protective envelope of the exterior so that plans can begin for interior spaces.

Thank you for your consideration of the importance of the project.

Sincerely,

*Andrea Harrison
Council Member, District 5
Prince George's County Council*

County Administration Building – Upper Marlboro, Maryland 20772
Fax: (301) 952-5885

Town of Bladensburg



**COUNCIL MEMBERS
WARD I
CRIS MENDOZA
SELWYN D. BRIDGEMAN**

**COUNCIL MEMBERS
WARD II
WALTER FICKLIN
BEVERLY HALL**

**MAYOR
WALTER L. JAMES JR.**

October 10, 2016

Mr. John Peter Thompson, Chair
Prince George's County Historic Preservation Commission
14741 Gov. Oden Bowie Drive
Upper Marlboro, Maryland 20772

Dear Chairman Thompson:

Last year, the Town entered into a Memorandum of Understanding with the Aman Trust to support the continuing use of the Bostwick property while ensuring enhanced preservation and restoration of its buildings and grounds. This partnership includes applying for funding to support these critical projects.

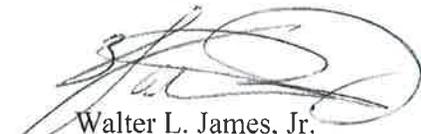
The issues created over time and by extreme weather events that have made this a challenge.

As Mayor, I strongly support the Grant Application that is being submitted by the Aman Trust, with support and input the Town staff and University of Maryland Preservation Program Director.

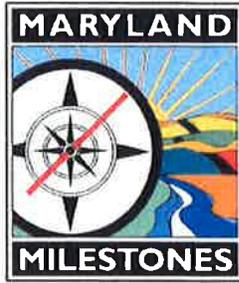
This grant will provide the first steps to restore the south buttress that was severely damaged during a microburst weather event. This project will continue the protective envelop of the exterior so that plans can begin for interior spaces.

Thank you for your consideration of the importance of the project.

Sincerely,



Walter L. James, Jr.
Mayor



Anacostia Trails Heritage Area

Managing Board

Lee Cain, President
Alfonso Navarez, Vice-President
Tracey Toscano, Treasurer
Pat Williams, Secretary

Rose Green Colby
Jonathan Ebbeler
Laurie Lemieux
Joseph Pruden
Carl Smith
D. Lingua (Gov. Board Liaison)

Executive Director

Aaron Marcavitch

October 28, 2016

Mr. John Peter Thompson, Chair
Prince George's County Historic Preservation Commission
14741 Gov. Oden Bowie Drive
Upper Marlboro, Maryland 20772

Dear Chairman Thompson:

Please accept this letter of support for the Bostwick restoration project. Bostwick, owned by the Town of Bladensburg, is an important historical asset and a great opportunity for tourism and cultural experiences in Prince George's County. Last year, the Town of Bladensburg entered into a Memorandum of Understanding with the Aman Trust to support the continuing use of the Bostwick property while ensuring enhanced preservation and restoration of the buildings and grounds. This partnership includes applying for funding to support these critical projects.

The issues at Bostwick have been compounded over time by extreme weather events, making ongoing preservation work a challenge. This request will provide the first steps to restore the south buttress that was severely damaged during a microburst weather event. This project will continue the protective envelope of the exterior so that plans can begin for interior spaces.

Anacostia Trails Heritage Area Inc. has, and will continue to, strongly promote the importance of Bostwick in our region. This critical grant funding from the Prince George's County Historic Preservation Commission will ensure the continuing efforts of Aman Trust, the Town of Bladensburg, and University of Maryland Preservation Program will be brought together to accomplish the restoration.

Thank you for your consideration of the importance of the project.

Sincerely,

Aaron Marcavitch
Executive Director, ATHA Inc.

NEUBAUER CONSULTING ENGINEERS, P.A.

4701 SANGAMORE ROAD, SUITE N290, BETHESDA, MD 20816

(301) 263-2727

FAX (301) 263-1039

October 26th, 2016

Pat McAuley
Town of Bladensburg
4229 Edmonston Road
Bladensburg, MD 20710

Re: Bostwick south buttress temporary shoring

Dear Pat:

Below please find a breakdown of the costs anticipated with the above referenced project intended to allow deconstruction of the interior of the buttress.

Task 1 – Design and develop drawings for buttress temporary shoring on both sides to support walls during deconstruction.

Estimated Cost: \$4,125 (15 hours x \$200/hr + 15 hours x \$75/hr drafting)

Task 2 – Install temporary shoring per design drawings.

Estimated Cost: \$15,000 (general contractor/steel erector)

Task 3 – Site inspections during deconstruction of buttress (5 visits x 2 hours).

Estimated Cost: \$2,000.00 (10 hours x \$200/hr)

If any further information is desired, please let me know.

Very truly yours,



Peter A. Neubauer, P.E.

PROPOSAL AND CONTRACT

East Coast Rigging & Contracting Co., Inc.

8221 Main Street Laurel, MD 20724
Office 301/362-8801 Fax 301/362-8805

Date: April 13, 2016

TO: Peter Neubauer
Neubauer Consulting Engineers PA
4701 Sangamore Road Suite N 290
Bethesda MD 20816
301-263-2727
Cell 703-217-6276
Peter@neubauerengineers.com

JOB SITE: Bostwick House
3901 48th Street
Bladensburg MD

For the following prices, terms and conditions on both sides hereof East Coast Rigging & Contracting Co., Inc. agrees to furnish material and/or labor for the above referenced job as stated below:

Supply and install system scaffold approximately 18' wide by 21' long with platform levels hanging from system scaffold trusses to provide large working levels to stage material. A short trash chute will be installed on one side for debris and a well wheel with a rope will be installed on the other side to safely lower salvaged material.

Rental.....	\$ 866.00/per minimum 28 days
Tax on Rental.....	\$ 51.96/per 4 week
Erection/Dismantle.....	\$ 4,880.00
Freight.....	\$ 750.00

• **ENGINEERED DRAWINGS AVAILABLE UPON REQUEST, ADDITIONAL CHARGES WILL APPLY.**

Please review, date, sign and return via fax or email. Thanks.

- Additional insurance requirements billed at cost to customer.
- Above quoted prices valid 30 days/sale; 90 days/rental.
- Labor figured on regular time only - additional fee for overtime.
- Lessee to verify building structure will support the loads imposed.
- The scaffold will be erected in a safe manner and will include all safety equipment required to comply with liability insurance coverage of East Coast. Removal of any portion of said scaffolding once erected will absolve East Coast of any liability for damage or injuries incurred as a result of such removal.
- All areas where scaffolding is to be erected/dismantled must be free of debris or scrap materials. If area has to be cleared by East Coast personnel, the contractor will be invoiced at \$57.00 per man-hour.
- Dismantle of scaffold by anyone other than authorized East Coast Rigging & Contracting Co., Inc. personnel constitutes a breach of contract. By contract obligations, the lessee shall pay the dismantle charge as outlined in this contract.
- Ten (10) working days notifications is required for return trips including initial erection and dismantle.
- All changes and/or addendum's to this proposal must be made in writing and accepted by both lessee and lessor.
- East Coast payment terms stand at Net 30 of invoice. Failure to adhere to these terms may result in stoppage of work and/or discontinuance of service.
- East Coast's corporate insurance carrier requires that this contract be executed and returned to this office prior to commencing work.
- Lessee or Purchaser will pay any permits or fees charged by State, County or Municipal authorities for the use or erection of this equipment.
- RENTALS ARE FOR (1) ONE-MONTH MINIMUM, PRO-RATED DAILY THEREAFTER. (28 DAY CYCLE PER MONTH) UNLESS OTHERWISE NOTED.)
- PLEASE SIGN, DATE AND RETURN TO THIS OFFICE FOR COMPLETION.

ADDITIONAL TERMS AND CONDITIONS APPEAR ON THE FOLLOWING PAGE OF THIS CONTRACT.

Accepted: _____ Signed: Doug Risinger, Sales Representative
Date: _____ By: EAST COAST RIGGING & CONTRACTING CO., INC.

EAST COAST RIGGING & CONTRACTING CO., INC.
TERMS AND CONDITIONS

These are the terms and conditions of the sale or lease of product between East Coast Rigging & Contracting, Inc. and the Customer or Lessee ("Buyer" or "Lessee") described on the face of this document. The conditions set forth herein along with the quotation and confirmation of order. If applicable, set for the entire contract and supersede all prior correspondence. Changes to these terms and conditions can only be made by in writing by an Executive Officer of East Coast Rigging & Contracting's main office at P.O. Box 1186, Stevensville, MD 21666.

GENERAL PROVISIONS These provisions apply to both the sale and lease of product. In this section, Seller and Lessor are both referred to as Seller and Buyer and Lessee are both referred to as Buyer.

1. **Delivery, title, and Risk of Loss.** Delivery dates are approximate and are based upon prompt receipt of all information from Buyer. Unless otherwise specified by Seller, all products sold will be shipped FOB point of shipment and title will pass at time of shipment. The Buyer will be responsible for all freight charges, insurance, risk of loss, special packaging demurrage, or similar charges. Risk of loss passes to Buyer on shipment.
2. **Excusable delays.** Seller shall not be liable for delays in delivery or performance for failure to manufacture, deliver, or perform due to cause beyond its reasonable control (including the ability to obtain necessary materials and services), or an act of God, act of Buyer, act of Government, strike, war, riot, or other civil disturbance, or delay in transportation. Seller will promptly advise Buyer of any known excusable delay and the date of delivery shall be extended for a period equal to the time lost by reason of delay.
3. **Buyer's credit.** Advance payments or adequate security may be required by Seller in the event Buyer's financial status becomes unacceptable to Seller. Seller reserves the right, among other remedies, to terminate this Contract or suspend delivery or performance hereunder in the event Buyer fails to comply with all terms and conditions of this contract (including failure to make any payment when due), or any time Seller reasonably anticipates the Buyer may become bankrupt or insolvent. Seller shall be entitled, upon demand, to repayment from Buyer for all costs and expenses incurred or commitments made by Seller in performance of this contract. Buyer shall pay interest of 1½% per month on all past due amounts.
4. **Disclosure of Information.** Any information transmitted by Buyer to Seller in connection with performance hereunder is not to be regarded as secret or submitted in confidence unless Seller is so notified in writing and countersigned by a duly authorized representative of Seller.
5. **Taxes.** It is agreed that there shall be added to the rent of any excise, sales and use, occupational or other tax imposed upon Lessee by reason of the possession, use or operation of the Goods during the term of this contract. If applicable, Buyer shall provide Seller with evidence of exemption from any applicable tax.
6. **Cancellation.** Seller shall be reimbursed for all costs associated with this Contract in the event Buyer cancels it or any portion of it for any reason.
7. **Installation Services.** Installation services are not included in the Contract amount unless specifically stated, however, such services will be available at quoted service rates from the Seller. Buyer will be billed for actual hours worked, overtime premiums, if applicable, and travel time.
8. **Finance Charges.** Finance charges of 1½% per month (18% per annum) will be added to all amounts past due. Additionally, Buyer will reimburse Seller for all legal costs and attorney fees incurred in the collection of past due amounts and those incurred in any bankruptcy, appeal of judgements, or post-judgement collection.
9. **Limitations.** In no event, whether as a result of breach of contract, warranty, tort (including negligence) or otherwise, shall Seller or its supplies be liable for any special consequential, incidental or penal damages including but not limited to loss of profit or revenues, loss of use of the products or any associated equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, down time costs, or claims of Buyer's customers for such damages. If Buyer transfers the title to or leases the products supplies hereunder to any third party, Buyer shall obtain from such third party a provision affording Seller and its supplies the protection of the preceding sentence.
10. **Other Provisions.** Section headings in these Terms and Conditions are included for convenience only. This contract constitutes the full understanding of the parties and is a complete and exclusive statement of the terms of their agreement. Any modifications to this contract must be in writing and signed by an authorized representative of Seller and Buyer. The provisions in this agreement shall be severable so that the invalidity, unenforceability, or waiver of any of the provisions shall not affect the remaining provisions. This Contract shall be governed by and construed in accordance with the laws of the State of Maryland, with jurisdiction and venue in Queen Anne's County, Maryland.

SPECIAL PROVISIONS FOR THE LEASE OF PRODUCTS.

1. **Title and Use.** The leased equipment provided to the Lessee under this agreement or to Lessee's employee or authorized representatives at all times remains and is the sole and exclusive property of Lessor. The equipment will be used only by the Lessee or Lessee's employees at the job site designated on the front of this document and solely for the purpose for which said equipment was intended. The equipment shall not be transferred, subleased, or used or subject to any person other than the Lessee. This lease shall not be assigned by Lessee by his own act or by operation of law.
2. **Condition of Equipment.** Lessee acknowledges that it has had an opportunity to inspect the equipment and acknowledges that it is in good operating condition and agrees that the use of the equipment shall be construed as an absolute acknowledgement by Buyer that, when received by Lessee from Lessor, the equipment was in good order and repair, and was in all aspects adequate, sufficient, and proper for the use for which it was intended. Lessee agrees to be the absolute insurer of the equipment, without limitation, until the same is redelivered to Lessor, for all casualty risks, fire, and theft. The Lessee shall at all times and at his own expense keep the equipment in good, safe, and efficient working order, repair, and condition, and shall not alter or modify it in any way or permit anyone to injure, deface, or remove it or any part thereof. If the equipment is returned to the Lessor in a condition other than the condition in which it was received, normal wear and tear excepted, Lessee agrees to pay the amount necessary to return the equipment to its former condition, including labor and new parts. Lessee understands that such repair or replacement does not relieve Lessee from rental charges incurred.
3. **Erection and Maintenance of Equipment and Safety Equipment.** The Lessee agrees to erect, maintain, and use the equipment in a safe and proper manner in conformity with all laws and ordinances including Federal and State standards, pertaining thereto and in accordance with the SIA Code of State Practices and Lessor's Operator's Manual, copies of which Lessee does hereby acknowledge receipt. Should the equipment or any part thereof becomes unsafe, in a state of disrepair, or be not in good operating condition, Lessee shall immediately notify Lessor and shall cease all operation of the equipment or any part thereof until the same has been examined by the Lessor or by someone appointed by the Lessor for that purpose. Should the equipment become unsafe or out of repair because of normal wear and tear by reasonable and proper use, rental on such equipment that has become unsafe or in a state of disrepair, shall cease at the time Lessor is notified of that condition. By agreeing to this provision Lessor does not waive the provisions of paragraph 2 above. Under no circumstance is Lessee authorized to make any repair to equipment, engage the services of others to make any such repair, or in any way incur any expenses on Lessor's account for any attempted repair of equipment. The Lessor shall have no responsibility, direction, or control over the manner of erection, maintenance, use or operation of equipment by the Lessee, unless specifically retained for such additional service(s). Lessee acknowledges that proper use of safety equipment is required for safe operation of leased equipment and warrants that use will only be by competent and duly trained employees of Lessee. Lessee further acknowledges that such safety equipment is available for purchase from Lessor and, if not purchased from Lessor, Lessee represents it is in possession of such safety equipment or has made alternative arrangements therefore.
4. **Indemnification.** Lessee agrees to indemnify Lessor and to defend and hold Lessor harmless from any and all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, including cost of suits and attorney's fees, asserted by any person, firm or corporation

arising out of, or connected with the use, erection, maintenance, and possession of equipment by Lessee, including without limitation, improper use or lack of proper safety equipment, and for any defects in said equipment for which Lessor might otherwise be liable which may be claimed to have caused, contributed to, or be a concurrent cause of any claimed injury, or damage. This indemnification includes the claims of any employees of Lessee and Lessee hereby specifically waives protection of any industrial insurance or workmen's compensation act of any state of the United States or province of Canada.

5. **Rental.** Rental, at the rates listed on the front of this document is charged from the time the equipment leaves Lessor's location and ends only when the equipment is returned to lessor's business location from which the equipment was rented. Full rate will be charged for Sundays, holidays, or time in transit, or any period of time that the equipment is idle while in possession of the Lessee. Equipment is to be returned during Lessor's normal business hours Monday through Friday. Lessor may, at its option and without waiving any provisions of this agreement of creating any duty to Lessor, have the right of free access to the equipment, which is in the possession of the Lessee for the purpose of inspecting it and observing its actual use or operation.
6. **Termination.** Lessor shall have the right without notice to terminate the lease in the event of Lessee's breach of any of its terms, conditions, or promises; of if Lessor reasonably believes that Lessee will become insolvent or the subject of any proceedings in bankruptcy or receivership whether instituted by or against it; or if any execution, levy, distraint or attachment be levied or threatened to be levied upon the leased equipment. Upon termination for any such reason Lessee shall immediately deliver such equipment to the Lessor at its business location from which the equipment was rented in as good order and condition as when leased, ordinary wear and tear caused by reasonable and proper use excepted. Lessee hereby agrees to indemnify and hold Lessor and its agents harmless from any and all claims by Lessee or any other person for or by reason or on account of any repossession, including any damage incurred by Lessee or to Lessee's property.
7. **Return of Equipment.** If the Lessee fails to inspect and/or count the equipment received under this agreement, he agrees to accept the Lessor's indication of readiness for use and count as final. Lessee is responsible for all shortages and damaged materials. Lost, damaged, or broken equipment will be charged to Lessee at replacement prices in Lessor's retail price list or reasonable repair price.
8. **Accidents.** Lessee agrees to immediately notify Lessor of any accidents or injuries involving equipment as soon as possible after any such occurrence, but in any event within 24 hours.
9. **Warranty.** Lessor makes no warranty hereunder and all warranties express, implied, or statutory, including without limitation, warranties of merchantability or fitness for particular purpose are hereby specifically excluded and disclaimed. In no event shall Lessor be liable for consequential or incidental damages for any reason whatsoever.

I acknowledge and agree with the above terms and conditions.

Signature: _____ **Date:** _____

Bostwick Buttress Work Plan & Budget

Submitted by:

University of Maryland, Historic Preservation Program
Dr. Donald W. Linebaugh, Professor and Assoc. Dean

Oct. 1, 2016

Brief Description of Resource:

The large brick buttress on the south end of the 1746 Bostwick House in Bladensburg, Prince Georges County, Maryland, rises from the ground level (base of cellar foundation) to a point in the middle of the second floor; it is centered on the south wall, abutting the interior end chimney. The buttress consists of an arched interior base surrounded by brick walls on the west, east and south sides; the interior above the arch is then filled with low fired brick to create a large mass. The structure was covered with a roof deck and asphalt/cement shingles, likely replaced during the Colonial Revival remake of the property in the early 20th century. The roof desk rested on 3 large pit sawn timbers that spanned the buttress from top to bottom; these timbers were imbedded in the brick interior fill. These timbers, with numerous wrought nails, indicate that the buttress was likely roofed over when first built.

Condition:

In 2012, the roof of the buttress was totally destroyed during a microburst weather event (estimated at between 80-100 mph). This powerful wind lifted the entire roof structure off the buttress and carried it out into the rear yard where it struck a tree and disintegrated. The buttress was covered with a heavy tarp while waiting for repairs; repairs were delayed due to more critical safety needs to repair the two end chimneys which were severely damaged in a previous earthquake event. The tarp was also destroyed in a wind storm in 2015, leaving the interior open to the weather. With the interior of the buttress now fully exposed to the weather, the structure is in dire need of repair. In addition, the east side of the buttress is severely bowed and in danger of collapse as it is not tied to the rest of the buttress structure; this east wall will need to be deconstructed and rebuilt.

Previous Work:

Dr. Linebaugh and student Stephen Neuhauser, a dual degree student in Architecture and Preservation, completed initial documentation of the buttress including a 3D conjectural rendering of the buttress as original constructed. Of course, this work could draw only on what could be seen visually, and is this incomplete in terms of the interior structural system of the buttress.

Dr. Linebaugh has also taken regular photographs to document the buttress condition since its damage. We also have a series of historic photographs and HABS photographs that provide a good idea of the structure through time and before its damage in 2012.

Approach:

In order to deal with safety issues as well as gaining a full understanding of the structure before rebuilding work begins, the present project is divided into two phases. Phase I entails careful deconstruction and documentation (the present request), while Phase II consists of a restoration design by the structural engineer and then construction.

Work Plan - Phase I - Deconstruction and Documentation:

- 1) Perform LIDAR scan of current conditions;
- 2) Securely brace east and west side walls;
- 3) Erect scaffolding to cover the entire buttress and provide safe access to interior for deconstruction;
- 4) Photograph and remove remaining interior bricks near top of structure (currently a falling brick hazard – see attached photo);
- 5) Excavate and remove interior brick rubble and wooden timbers;
- 6) Document construction of buttress interior using photography and measured drawings (digital 35mm camera). Perform additional LIDAR scans as deconstruction proceeds;
- 7) Brick to be sampled and temporarily stored on site;
- 8) Wooden timbers to be removed and stored when possible;
- 9) Review construction with engineer as deconstruction progresses (will keep engineer apprised of findings via emailed photos and request on site review as deconstruction progresses); and
- 10) Produce documentation package of buttress;
- 11) Deliver documentation to engineer and MHT; and
- 12) Work with engineer to develop plan for rebuilding and prepare MHT easement application for the rebuilding phase of the project.



This section will be removed first as it is unstable and could collapse.

Summary Proposal Budget

Project Title: Bostwick House Buttress Project
Project Period: Aug 2017 - June 2018
Principal Investigator: Don Linebaugh
Submitting organization: University of Maryland

	Name	An Sal	% Effort <small>(e.g. 0.10)</small>	AMT	Match
Senior Personnel:					
PI	Don Linebaugh	\$161,018	2%	\$ 1,072	3% \$ 1,609
Total Senior Personnel:				\$ 1,072	\$ 1,609

	\$ /hour	# of Hrs	# of Wks	
Grad Student Hourly (Crew Chief)	20.00	320		6,400
Student Hourly (Field Assistants)	16.00	450		7,200

Total Other Personnel:				\$ 13,600	
Fringe Benefits - Senior Personnel	8.0%			86	\$ 129
Fringe Benefits - Hourly Students	8.0%			1,088	
Total Benefits:				\$ 1,174	\$ 129
Total Salaries & Fringe Benefits:				\$ 15,846	\$ 1,737

Other Direct Costs:					
Drawings Supplies				\$ 250	
Equipment				\$ 250	
Total Other Direct Costs:				\$ 500	

TOTAL DIRECT COSTS:				\$ 16,346	\$ 1,737
TOTAL MODIFIED DIRECT COSTS:				\$ 16,346	\$ 1,737
F & A COSTS:	10.0%			\$ 1,635	38.5% \$ 669
TOTAL PROJECT COSTS:				\$ 17,981	\$ 2,406

BUDGET JUSTIFICATION

Title: Deconstruction and Documentation of the Bostwick Buttress
Bladensburg, MD
PI: Don Linebaugh

Salaries and Wages: \$17,785

Senior/Key Personnel: \$2,681

Principal Investigator, Dr. Linebaugh will devote 5% of his summer salary to manage the project, supervising one MA student (crew chief) and hourly undergraduate/graduate students, and specifically contributes to the efforts related to the fieldwork supervision, project management, attending meetings, monitoring and editing deliverables and completing final documentation. The \$1,072 (cash) and \$1,609 (match) is 5 % of his summer salary (33% of annual base salary of \$161,018). The match allows us to meet the 10% match requirement for the grant.

Graduate Students: \$13,600

\$13,600 is budgeted to hire one graduate (masters) student crew chief on an hourly basis (\$20/hr x 320 hrs.) for \$6,400. Hourly student assistants (grad or undergrad) are budgeted at 450 hours (\$16/hr x 450 hrs.) for \$7,200).

Fringe Benefits: \$1,302

At 8% for Dr. Linebaugh summer salary \$86 (cash) and \$129 (match); the requested fringe for hourly students is 8% for \$1,088.

Other Direct Costs: \$500

Drawing Supplies: \$250

Miscellaneous Equipment: \$250

Indirect Costs: \$1,635 (cash) and \$669 (match)

The indirect cost rate for the University of Maryland College Park is 52 percent of the Modified Total Direct Costs (MTDC) base which excludes tuition remission, equipment over \$5,000, rental costs of off-campus facilities, and the portion of subcontracts over \$25,000. This charge has been approved by the cognizant government agency, Department of Health and Human Services. This rate was agreed to June 29, 2010 and has been in effect since July 1, 2011. In addition, the University has internally waived the F&A rate for computer-related equipment over \$1,000.

Per sponsor policy, the indirect rate is 10%.

Total Budget: \$20,387.

Bostwick Phase 1

Town of Bladensburg - Public Works in kind

Site Work - Labor

Laborers Average Rate	\$ 14.54
Benefit %	48%
Labor Rate w/ Benefits	\$ 21.52

	<u>Qty</u>
Laborers on site	2
Hours assigned per day	8
Total Days	3

Total Hours Assigned 48

Labor Cost (Hours x Rate) \$ 1,032.92

Supervisor Rate	\$ 24.10
Benefit %	48%
Supervisor Rate w/ Benefit	\$ 35.67

	<u>Qty</u>
Supervisor on site	1
Hours assigned per day	8
Total Days	3

Total Hours Assigned 24

Supervisor Cost (Hours x Rate) \$ 856.03

Equipment

	Hourly	Hours
Dump Truck Rate	\$ 125.00	12
Loader Rate	\$ 125.00	12

Dump Truck Rate \$ 1,500.00

Loader Rate \$ 1,500.00

tipping fees \$ 900.00

Total Public Works Costs \$5,788.95