

EMERGENCY CONTRACT CERTIFICATION

Issuing Office: State System of Higher Education

Contract Number: SP 4000027171

Contractor: Houck Services, Inc.

Contract Cost: \$14,383.00

Nature of Goods or Services: Brick and Masonry repairs, repointing and waterproofing

Bid Information

	Bid #1	Bid #2	Bid #3
Name:	_____	_____	_____
Address:	_____	_____	_____
Telephone:	_____	_____	_____
Bid:	_____	_____	_____

Justification for Emergency Procurement Selection:

Active leaks at designated site at Duncan Hall are visibly damaging interior walls which are re-affected with each new rainfall. Immediate intervention to contain/repair the damage and for mold abatement is critical. Frequent rainfall and a swiftly-closing window of seasonable weather opportunities, suitable for exterior masonry work, combine to further call into question the wisdom of postponing repairs for the several weeks required to conduct the "normal" procurement process.

Mold is becoming an increasing concern. Authorization of Emergency procurement is requested so that Houck can effect immediate repairs.

I certify that the above goods and services can only be obtained by emergency procurement procedures based on the justification cited above.

State System of Higher Education
Signature of Contracting Officer or Designee

Director, Strategic Sourcing
Title

10/27/11
Date

RECEIVED

OCT 28 2011

PASSHE
Admin and Finance

Approved as to Procurement Method

Emergency Legal Counsel

This certification must be attached to the contract when it is presented to Legal Counsel for final review and signature.



7464 Linglestown Road
Harrisburg, PA 17112-9432
717.657.0212
800.458.2122
717.657.9805 FAX

MD/DC/VA Office
301.831.8040

Houck & Company, Inc.

www.houcks.com

October 11, 2011

Pennsylvania State System of Higher Education
Attn: Mr. Thomas Morgan
2986 North Second Street
Harrisburg, PA 17110

Re: Duncan Hall 3rd Floor Brick Restoration
North Elevation

Dear Tom,

The following proposal is for repairing the 3rd floor masonry along the North elevation of Duncan Hall.

During the course of my visual inspection, I observed deteriorated mortar joints starting at the window sills and extending down to the roofing termination bar. Additionally, a water test was performed by our Roof Maintenance Department and water was observed on the inside wall after several minutes of spraying the lower brick areas addressed in this proposal.

Based on my site visit and our subsequent discussion, we propose to provide all labor, material and equipment to do the following:

3rd Floor Masonry Restoration(North Elevation)..... \$ 14,383.00
Time & Material Not To Exceed

General Scope of Work:

1. See attached overhead photograph and pictures for work limits.
2. Repoint all brick mortar joints within the work area. The work area starts at the bottom of the window sill and extends down to the roofing termination bar.
3. Recaulk the three (3) window perimeters using a silicone sealant.
4. Roof protection.
5. Apply one (1) flood coat of a clear water repellent such as Hydrozo 100. Includes the previously repointed mortar joints located above the window sills.

Pennsylvania State System of Higher Education
Mr. Thomas Morgan
October 11, 2011
Page 2

Work exclusions:

1. Repointing any of the previously repointed brick above the window sills.
2. Repointing any of the inside roof parapet wall surfaces or the back side of the gabled windows(these areas were not visible during the inspection and additional equipment is needed to safely access them).

Support by others(At no cost to Houck):

1. Electricity and water.
2. Parking for service vehicles.

Again, thank you Tom and please do not hesitate to contact me with any questions or if additional information is required.

Trusting the above meets with your approval and looking forward to hearing from you in the near future, we remain;

Most respectfully,

HOUCK & COMPANY, INC.

Austin S. Rhodes
Estimator/Project Manager

Duncan Hall

Masonry Restoration Limits





