

CONTRACTOR'S APPLICATION for PAYMENT

PAGE 1 OF 2 PAGES

CAP702 SUMMARY PAGE

TO:
 United Evangelical Church
 3200 Dillon Street
 Baltimore, MD 21224

PROJECT:
 3647 HAP 3
 4100.2 On Site Restoration / PC

Application No.: 3
 Application Date: 2/09/2009
 Period To: 2/09/2009
 Contract Date: 2/20/2008
 Architects Project No.:

FROM CONTRACTOR
 Higgins & Associates
 PO Box 1334
 Front Royal, VA 22630

VIA ARCHITECT:

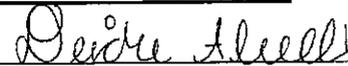
Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR
 CONSTRUCTION MGR

CONTRACT FOR:

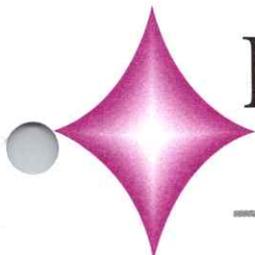
1. Original Contract Sum			13,923.31
2. Change Order Summary	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>	
Total changes approved in previous months by Owner	0.00	0.00	
Total approved this Month	0.00	0.00	
TOTALS	0.00	0.00	
	Net Change by Change Orders		0.00
3. CONTRACT SUM TO DATE (Line 1+ - 2)			13,923.31
4. TOTAL COMPLETED & STORED TO DATE (Column G on CAP703)			13,923.31
5. RETAINAGE: a. 0.00 % of Completed Work (Columns D + E on CAP703)		0.00	
b. 0.00 % of Stored Material (Column F on CAP703)		0.00	
Total Retainage (Line 5a + 5b or Total in Column I of CAP703)			0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)			13,923.31
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			13,923.31
8. THIS REQUISITION			0.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			0.00
10. TOTAL REQUESTED TO DATE			13,923.31
11. PAYMENTS RECEIVED TO DATE			4,179.99
12. CREDITS APPLIED TO DATE			3,658.65
13. NET PAYMENT DUE			6,084.67

Contractor Certification:


 (Signature)

Date: 2/09/2009 State of: VA

County of:



HIGGINS & ASSOCIATES

P.O. Box 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

February 23, 2009

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

RE: United Evangelical Church

Dear Mr. Jacobs,

On behalf of Higgins & Associates, I would like to convey our sincerest appreciation for allowing us the opportunity to serve you and the members of United Evangelical Church to help you preserve your stained glass heritage so future generations can be blessed with their everlasting beauty.

I do want to apologize one last time for the mistake with the wrong color protective covering. I am glad to hear that the church would except to keep this color glass.

In the world of liturgical design, recommendations from clients are especially meaningful; nothing is more important then achieving their desired results. I would like your written permission to use United Evangelical Church as a reference. In addition, it would be an honor if you would provide a letter of recommendation to Higgins & Associates based on the services we have provided.

At Higgins & Associates our goal is total client satisfaction. We achieve this goal through quality service and workmanship, which we measure through open and honest feedback from our clients.

Enclosed you will find a copy of our written guarantee. If there are any immediate or future needs please call us at 1-800-636-3756.

Peace and Blessings,

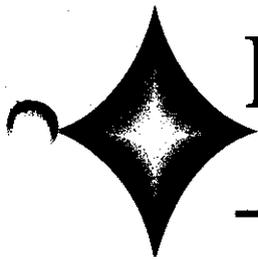
HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647-3 Final TU Ltr]

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

540 636 3756 • 800 636 3756 • FAX 540 636 6114
gehglass@aol.com • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

February 9, 2009

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

Re: United Evangelical Church

Dear Mr. Jacobs,

I want to thank you for your letter in regard to the price reduction for the wrong color protective covering. After evaluating the cost for labor and materials we are willing to offer a price reduction greater than \$500.00. The price reduction will be based off the cost of labor and materials to redo the work onsite.

Labor Cost	\$1,957.80
Material Cost	\$1,700.85
Total	\$3,658.65

If you would have any questions after reviewing the price reduction please do not hesitate to contact Mr. Higgins directly on his cell phone at 1-540-974-5145.

Peace and Blessings,

HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647 Pri Red Ltr Rev]

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United Evangelical Church

3200 Dillon Street
Baltimore, Maryland 21224
www.unitedevangelicalucc.org



Rev. Catherine Oatman
uecucc@verizon.net

Office 410-276-0393
Fax 410-276-0788

Higgins & Associates
P.O.Box 1334
Front Royal, Virginia 22630

February 2, 2009

Attention: Gene E.Higgins Jr., President

Dear Mr. Higgins:

We are in receipt of your Administrative Director Deidre Abrell's letter dated 12/31/08 concerning the installation of the wrong color safety glass on the front window at United Evangelical Church, your Job #647 HAP 3. We feel that your offer of a credit of less than 4% of the total cost is not equitable with the mistake that was made.

The bronze tinted glass was our choice because we felt it would not only let more light into the church's sanctuary, but it would also enhance the appearance of the outside of the front of the church. While the gray tinted glass you installed does an effective job of filtering out the sun's rays, it is dark and unappealing and does not present an attractive look to the front facade of the church.

Ultimately we could request that you remove the glass and replace it with the correct glass, which would certainly cost your company more than \$500 price reduction offered.

We are willing to live with the current glass installation, however we believe a more equitable cost consideration should be comparable to the cost of removing the gray glass and replacing it with the bronze glass that we originally specified.

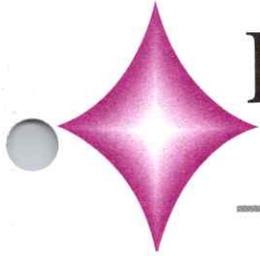
It is requested that you revisit your position on a price reduction for this installation and respond with a more reasonable proposal.

We realize the mistake in installing the wrong color glass was entirely unintentional. Please be assured that it does not detract from the excellent job your firm did in restoring our church sanctuary's stained glass windows and the fine craftsmanship your workforce exhibited in all the work performed at our church.

Sincerely,

United Evangelical Church

Harvey C Jacob
Church Council President



HIGGINS & ASSOCIATES

P.O. Box 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

December 31, 2008

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

Re: United Evangelical Church

Dear Mr. Jacobs,

I would like to apologize for the delay in getting you this information. Mr. Higgins has reviewed and file and does agree that you deserve a credit for the error in the wrong color of glass. Regarding the final invoice the payment is due at this time and we agree to give you a \$500.00 credit on the project.

If you would have any questions in the meantime please do not hesitate to contact me at the studio. We at Higgins & Associates would like to wish you and the members of Untied Evangelical Church a Happy New Year!

Peace and Blessings,

HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647 Cred Ltr]

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

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Notes

Higgins and Associates, P. O. Box 1334, Front Royal, VA 22630
Phone 540-636-3756, FAX 540-636-6114 Gene E. Higgins, Jr., President

Proposal # 3647 HAP 3, 8/31/07, Revised Proposal #3647 HAP 3 , 2/12/08
Total Price Quoted: \$13923.31 (to remove old outer plate glass, re-cement and re-caulk exterior, general maintenance, and install protective laminate safety glass.)

Original quote stated: Install 1/4" clear laminated safety glass as a protective covering

Upon receiving sample pieces of bronze tinted safety glass and grey tinted safety glass we selected the bronze tinted.

Selected the bronze tinted because we felt bronze would let more light into the sanctuary and would enhance the appearance of the outside of the church.

Grey tinted glass looks dark and unappealing when viewed from outside front of church.

Sent in signed copy of contract with initial deposit of \$4176.00 in February 2008 specifying that we desired the bronze tinted protective glass. (\$13923.31 minus \$4176.00 = \$ 9747.31 due upon completion)

Work completed in late Spring 2008. - Excellent craftsmanship.

Discovered craftsmen were installing wrong color glass when installation was 80 – 90% done.

Informed workforce foreman that they were installing the wrong color and if they were not going to change it we would expect a substantial price reduction consideration.

Foreman called Higgins and Associates office and verified that they were installing wrong color.

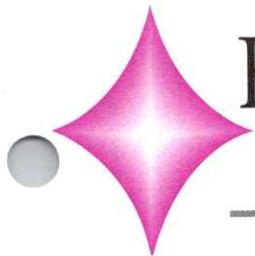
Foreman stated that they only had two more pieces of glass to install which were replacements for two pieces they had broken during the installation process.

Job completed – Quality of craftsmanship, removal of scaffolding and cleanup all excellent.

Waited all summer and into fall for final invoice reflecting price reduction consideration.

Finally, in early November we called to determine the status of final disposition of job.

First week of January 2009, we received letter via Fed Ex stating only a \$500.00 price reduction would be given. Not acceptable in our view.



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

February 12, 2008

Harvey Jacobs
3 Old Sound Road
Joppa, MD 21085

Re: United Evangelical Church

Dear Mr. Jacobs,

I am pleased to have enclosed the revised Proposal # 3647 HAP 3. If you would elect to proceed forward with this project we will need your signed signature page returned along with a 30% deposit, this project will be completed in the Spring of 2008.

If you would have any questions in the meantime please do not hesitate to contact me at the studio at 1-800-636-3756 or you are always welcome to reach Gene on his cell phone at 1-540-305-9694.

We at Higgins & Associates are looking forward to working with you on this very special project.

Peace and Blessings,

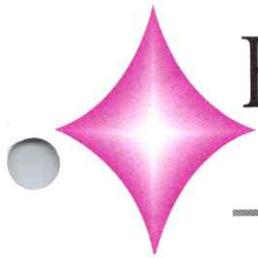
HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647 Pro Ltr]

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HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

February 12, 2008

Proposal # 3647 HAP 3 Revised

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

c/o Harvey Jacobs

Restoration/Protective Covering

SCOPE OF PROJECT:

Higgins & Associates recommendations for the needed general maintenance on your stained glass windows and the installation of 1/4" Clear Laminated Safety Glass as a protective covering with new ventilators based on Gene E. Higgins, Jr. on-site evaluation on March 30, 2007 are as outlined below:

DETAILS

Item # 1 "Front Four Lancet Stained Glass Art Window"
Approximately 151" x 195"

1. Remove old outer plate glass.
2. Reduce two [2] bulges at the top of stained glass art window.
3. Install two [2] additional braces for strength at the top of stained glass art window.
4. Perform general maintenance.
5. Recement window on the outer surface.
6. Replace loose/missing caulking on the exterior between window frame and building.
7. Replace loose/missing caulking on exterior muntin bars.
8. Remove loose paint on the outer frame and repaint.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

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United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item # 2 **“Two Single Lancet Stained Glass Art Windows”**
 1 Lancet South Elevation
 1 Lancet West Elevation
 Approximately 21” x 66”

1. Perform general maintenance.
2. Recement window on the outer surface.
3. Replace loose/missing caulking on the exterior between window frame and building.
4. Replace loose/missing caulking on exterior muntin bars.
5. Remove loose paint on the outer frame and repaint.
6. Install protective covering into existing double glazed ventilators. One [1] in the lower portion of each window.
7. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

INSTALLATION NOTES

Painting

Higgins & Associates craftsmen will scrape all loose or flaking paint, reputty any needed areas, and apply one coat of top quality primer. After the surface is properly prepared, two [2] finished coats of paint will be applied. The paint will be white.

Protective Covering

Higgins & Associates will install ¼" Clear Laminated Safety Glass on the exterior of your stained glass windows. The covering will be installed first stop from the window. The covering will be set into the window frame.

The aluminum divider bars will be Die # 24 manufactured by J. Sussman. The Die # 24 is the practical solution to ventilating the air space between the stained glass and protective glass when putting up protective glazing. It answers the concerns of venting while also addressing the inherent problems associated with it. Holes can be drilled into the "Tee" and a dust and insect screen can be inserted in a groove over the holes. A nylon vent hole cover is available to hide the hole and help prevent water infiltration. The aluminum divider bars will be white. These divider bars will be secured with non-corrosive anchors.

Sealant

Your installation will be glazed with C.R. Laurence Silicone Sealant, a product far superior to ordinary putty or caulking because of its strength and elasticity. This sealant is odorless, non-flowing and will not crack or peel due to heat, cold, expansion, contraction, vibration, or any form of moisture.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

TERMS:

TOTAL INVESTMENT: \$13,923.31

- 30% Deposit to accept proposal. \$4,176.99
- 70% Final payment upon completion of installation \$9,746.32

PAYMENT AGREEMENT:

This price will be honored for 60 days from the date of this proposal. If a signed contract is not received by that date, Higgins & Associates has the right to review the price based on material cost at the time.

Unless other arrangements are made in advance with the company, final payment should be made upon completion of the project. The craftsman-in-charge will conduct a walk through inspection with you whereupon the craftsman will accept your check made payable to Higgins & Associates for the final payment due.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Total Investment Quoted: (\$13,923.31)
(Thirteen Thousand Nine Hundred Twenty Three Dollars and Thirty-One Cents)

AGREEMENT

Higgins & Associates guarantees each project against defective materials and workmanship for a period of 10 (ten) years when an exterior protective covering is installed. Higgins & Associates guarantees all other work for a period of 1 (one) year against defective materials and workmanship. *This does not include any glass breakage due to vandalism, accidents or Acts of God.* In the unlikely event of a problem, a Higgins & Associates craftsman will return to the project site to correct the situation within 30 days of your written notice. All material and craftsmanship will meet applicable local ordinances and building codes.

Higgins & Associates agree to furnish all workmen's compensation, liability and property damage insurance for this project. Higgins & Associates will furnish all necessary labor, materials and equipment needed to complete this project. A certificate of insurance will be supplied upon request. **Special licenses, permits, or bonds required for this project will be the client's responsibility.**

Environmental Conditions: Higgins & Associates will not start glazing work until the outdoor temperature is above 40° Fahrenheit and rising unless approved provisions are made to warm the glass and rabbet surfaces. Glazing work will not be performed during damp and rainy weather.

Higgins & Associates will clean up the work area at the end of each workday. Our craftsmen will work around any functions you may have. At your request, scaffolding will be taken down over the weekends. We ask that you provide as much notice as possible; however, our craftsmen will work with you under any reasonable circumstance. It is extremely helpful if we can be allowed the use of an area to store supplies and tools.

Any alterations or deviations from the stated work will be executed only upon written orders, regardless of additional costs being involved. The cost of changes will be charged on a time and materials basis. "Time" is charged at \$65 per hour, per man. "Material" is our cost at a local supplier or vendor. In the instance of any woodwork, you have the option of using your own carpenters to assist our men provided we have proof of proper insurance coverage.

To accept this proposal, please sign the enclosed copy and return it with your deposit to Higgins & Associates in the enclosed postage paid envelope. Please include a copy of your tax-exempt identification form.

Respectfully submitted

By: Deidre Abrell Date: 2/12/08
DEIDRE ABRELL / ADMINISTRATIVE DIRECTOR

Accepted Project

By: _____ Date: _____

Title: _____

Tax Exemption Number: _____

Accepted for Higgins & Associates By: _____ Date: _____
GENE E. HIGGINS, JR. / PRESIDENT

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

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(Thirteen Thousand Nine Hundred Twenty Three Dollars and Thirty-One Cents)

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Respectfully submitted

By: Deidre Abrell Date: 2/12/08
DEIDRE ABRELL / ADMINISTRATIVE DIRECTOR

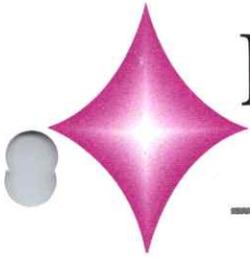
Accepted Project

By: _____ Date: _____

Title: _____

Tax Exemption Number: _____

Accepted for Higgins & Associates By: _____ Date: _____
GENE E. HIGGINS, JR. / PRESIDENT



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

August 31, 2007

Proposal # 3647 HAP 3

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

c/o Harvey Jacobs

Restoration/Protective Covering

SCOPE OF PROJECT:

Higgins & Associates recommendations for the needed general maintenance on your stained glass windows and the installation of 1/4" Clear Laminated Safety Glass as a protective covering with new ventilators based on Gene E. Higgins, Jr. on-site evaluation on March 30, 2007 are as outlined below:

DETAILS

Item #1 **"Front Four Lancet Stained Glass Art Window"**
Approximately 151" x 195"

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

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gehglass@aol.com • www.hastainedglass.com

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item #2 **“Four Single Lancet Stained Glass Art Window”**
Approximately 21” x 66”

1. Perform general maintenance.
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6. Install protective covering into existing double glazed ventilators. One [1] in the lower portion of each window.
7. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

INSTALLATION NOTES

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United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

TERMS:

TOTAL INVESTMENT: **\$15,121.30**

- 40% Deposit to accept proposal. \$6,048.52
- 60% Final payment upon completion of installation \$9,072.78

COST PER ITEM:

Item # 1:	\$12,725.33	
Item # 2:	\$598.99 Each	Total \$4,395.97

PAYMENT AGREEMENT:

This price will be honored for 120 days from the date of this proposal. If a signed contract is not received by that date, Higgins & Associates has the right to review the price based on material cost at the time.

Unless other arrangements are made in advance with the company, final payment should be made upon completion of the project. The craftsman-in-charge will conduct a walk through inspection with you whereupon the craftsman will accept your check made payable to Higgins & Associates for the final payment due.

United Fvangelical Church
3200 Dillon Street
Baltimore, MD 21224

Total Investment Quoted: (\$15,121.30)
(Fifteen Thousand One Hundred Twenty One Dollars and Thirty Cents)

AGREEMENT

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To accept this proposal, please sign the enclosed copy and return it with your deposit to Higgins & Associates in the enclosed postage paid envelope. Please include a copy of your tax-exempt identification form.

Respectfully submitted

By: _____ Date: _____
DEIDRE AMICK / PROJECT ADMINISTRATOR

Accepted Project

By: _____ Date: _____

Title: _____

Tax Exemption Number: _____

Accepted for Higgins & Associates By: _____ Date: _____
GENE E. HIGGINS, JR. / PRESIDENT

3/1/08

Stained Glass Windows

4400 1	Temple	Carolyn Noteware	7125 Eastbrook Ave	Balt, 2122
4400 2	Ruler	Catherine FiField	2608 Whitt Rd.	Kingsville 21087
4500 3	Children	Gloria + William Single III	5501 Day Break Ter	Balt 2120
4400 4	Marg+Mar	Dorothy + Samuel Jones		
4400 5	Design S	James Tallagren		
4400 6	Pilate	William A. Voelker		
4400 7	Gethsamane	Nancy + Lynwood Gray		
4400 8	Supper	Isabel + Louis Parker		
4400 9	Water	Ursula + Harvey Jacob		
4400 10	Design N	Margaret + Edward Willis		
ask	50	George Claes (Mrs?)	2015 Wareham Rd	Baltimore 21222
	100	Margaret Kubeck	7918 St. Claire Lane	Dundalk 21219
	100	Linda + Abe Price	1926 Newhaven Dr.	Balt. 21221
	100	Margaret S. Hoover	3404 Dillon St.	Baltimore 212
	100	Margaret Schultz	18667 Middletown Rd	Parkton 2112
	150	Roberta + Bernard Deasel	913 S. Conkling St	Balt. 2122
ask	750	Lena, Christine, John Manning	738 S. Linwood Ave.	Balt. 212
	50	Sheri Brandenburg Cobb	523 Terrapin Ter	Joppa 21082
	50	Joan Stinchcomb	2905 Fair Ave.	Baltimore 2122
	140	Lori Betch	4548 Glencove Circle	Baltimore 21219
	50	William Mooney	5048 Brightleaf Ct	Rosedale 21237
	500	Lois Duvall	8620 Kelso Dr #A203	Baltimore 21221
	500	Ladies Organization of UEC	3200 Dillon St.	B. 21222
	200	Sanders Family	333 Enfield Rd	Joppa 21085
	500	Patrica Jenkins	623 S. Belmond Ave	Baltimore 21222
	400	Audrey Tolson Coale	2124 Poteet Rd	Forest Hill 2103
	50	Gladys + Franklin Gabriel	3111 Dillon St	Balt. 21224
	1000	Beverly A. Boyer	1303 Union Ave	Balt. 21211
	150	Mildred Wirsing Family	902 S. Clinton St	Balt. 21224
	1000	Barbara Matthew	3825 Hudson St	Baltimore 21224
	50	Joan + William Hoffman	St. 740 S. Decker Ave	B. 21224
	200	Lena Kemp	4111 Pettyview Rd	Baltimore 21236
	500	Laraine Jones	421 Walnut Grove Rd	Baltimore 21221
	4400	Henry Rossmark	6934 River Drive Rd	Baltimore 21211
	3000	Helen Bogucki	3213 O'Donnell St.	Baltimore 21224
	1000	Catherine + J. Edwin Myers	7728 Wymbrook Rd	Balt. 21224

Donothy Charles
Demick each

3/1/08

Stained Glass Windows

4400	1	Temple	Carolyn Noteware 7125 Eastbrook Ave Balt. 21224
4400	2	Ruler	Catherine FiField 2608 Whit Rd Kingorick Balt 21207
4500	3	Children	Gloria + William Single III 5501 Jay Blvd Balt 21206
4400	4	Mary + Mar	Dorothy + Samuel Jones
4400	5	Design S	James Tallaghen
4400	6	Pilate	William A. Voelker
4400	7	Gethsamane	Nancy + Lynwood Gray
4400	8	Supper	Isabel + Louis Parker
4400	9	Water	Ursula + Harvey Jacob
4400	10	Design N	Margaret + Edward Willis
	50		George Claes (Mrs) 2015 Washburn Rd Baltimore 21222
	100		Margaret Kubeck 7918 St. Clare Lane Dundalk 21219
	100		Linda + Abe Price 1926 Newhaven Dr. Balt. 21221
	100		Margaret S. Hoover 3404 Dillen St. Baltimore 21208
	100		Margaret Schultg 18667 Middletown Rd. Pikesville 21120
	150		Roberta + Bernard Deasel 913 S. Conkling St. Baltimore 21204
	750		Lena, Christine, John Manning 138 S. Linwood Baltimore 21204
	50		Sheri Brandenburg Cobb 523 Terrapin Ter. 21201
	50		Joan Stinchcomb 2905 Fair Ave. Baltimore 21224
	140		Lori Betch 4548 Glencove Circle Baltimore 21217
	50		William Mooney 5048 Brightleaf Ct. Pikesville 21107
	500		Lois Duvall 8620 Kelso Dr. #A205 Baltimore 21284
	500		Ladies Organization of UEC 5100 E. Baltimore 21208
	200		Sanders Family 333 Enfield Rd. Doyon 21037
	500		Patrica Jenkins 423 S. Belvidere Ave. Baltimore 21207
	400		Audrey Tolson Coale 2124 Pat. Rd Forest Hill 21050
	50		Gladys + Franklin Gabriel 3111 Bellou St. Baltimore 21206
	1000		Beverly A. Boyer 1303 Union Ave. Balt. 21211
	150		Mildred Wirsing Family 902 S. Clinton St. Baltimore 21204
	1000		Barbara Matthew 3825 Hudson St. Baltimore 21224
	50		Joan + William Hoffman Sr. 740 S. Governor Ave. Baltimore 21204
	200		Lena Kemp 4111 Perryview Rd. Baltimore 21234
	500		Laraine Jones 421 Walnut Grove Rd. Baltimore 21221
	4400		Henty Rossmark 6934 River Drive Rd. Baltimore 21204
	3000		Helen Bogucki 3213 O'Donnell St. Baltimore 21208
	1000		Catherine + J. Edwin Myers 7728 Wyandover Rd. Baltimore 21224

Stained Glass Windows

44001	Temple	Carolyn Noteware 1125 Eastbrook Ave Balt, 21224
44002	Ruler	Catherine FiField 2608 Whitt Rd. Kingsville 21087
44003	Children	Gloria + William Single III 5501 Day Street Terr Balt 21206
44004	Marg+Mar	Dorothy + Samuel Jones
44005	Design S	James Tallaghen
44006	Pilate	William A. Voelker
44007	Gethsamane	Nancy + Lynwood Gray
44008	Supper	Isabel + Louis Parker
44009	Water	Ursula + Harvey Jacob
44010	Design N	Margaret + Edward Willis
50		George Claes (Mrs) 2015 Warcham Rd Baltimore 21222
100		Margaret Kubeck 7918 St. Claire Lane Dundalk 21219
100		Linda + Abe Price 1926 Newharen Dr. Balt. 21221
100		Margaret S. Hoover 3407 Dillon St. Baltimore 21227
100		Margaret Schultz 18667 Middletown Rd Parkton 21120
150		Roberta + Bernard Deasel 913 S Conkling St Baltimore 21224
750		Lena, Christine, John Manning 138 S. Linwood Ave. Baltimore 21224
50		Sheri Brandenburg Cobb 523 Terrapin Ter Joppa 21085
50		Joan Stinchcomb 2905 Fair Ave. Baltimore 21224
140		Lori Betch 4548 Glencove Circle Baltimore 21219
50		William Mooney 5048 Brightleaf Ct Rosedale 21237
500		Lois Duvall 8620 Kelso Dr #A205 Baltimore 21221
500		Ladies Organization of UEC 3200 Miller St. Balt. 21224
200		Sanders Family 333 Enfield Rd Joppa 21085
500		Patrica Jenkins 623 S. Belwood Ave Baltimore 21224
400		Audrey Tolson Coale 2124 Potest Rd Forest Hill 21050
50		Gladys + Franklin Gabriel 3111 Dillon St Baltimore 21224
1000		Beverly A. Boyer 1303 Union Ave Balt. 21211
150		Mildred Wirsing Family 902 S. Clinton St Baltimore 21224
1000		Barbara Matthew 3825 Hudson St Baltimore 21224
50		Joan + William Hoffman Sr. 740 S. Jockey Ave Balt. 21224
200		Lena Kemp 4111 Perryview Rd Baltimore 21236
250		Laraine Jones 421 Walnut Grove Rd Baltimore 21221
4400		Henry Rossmark 6934 River Drive Rd Baltimore 21219
3000		Helen Bogucki 3213 O'Donnell St. Baltimore 21224
1000		Catherine + J. Edwin Myers 7728 Wyr. Brook Rd Balt. 21224
250		Dorothy + Charles Dimick 423 Walnut Grove Rd Balt. 21224

Stained Glass Windows

6/24	George Claes	5000	
7/1	Margaret Kubeck	100 ⁰⁰	
7/8	Linda + Abe Price	100 ⁰⁰	
	Margaret S Hoover	100 ⁰⁰	
	Cathy Fitchfield	4400 ⁰⁰	Young Ruler
7/15	Margaret Schultz	100 ⁰⁰	
	Carolyn Noteware	4400 ⁰⁰	12 in Temple
7/22	Robert + Bernard Deasel	150 ⁰⁰	
	Nancy + Lywood Gray	4400 ⁰⁰	Esther + Samara
	William A Voelker	4400 ⁰⁰	Pilate
7/29	Isabel + Louis Parker	4400 ⁰⁰	Last Supper
	Lena, Christine John Manning	750 ⁰⁰	
	Sheri Brandenberg Cobb	50 ⁰⁰	
8/5	James G Tallagsen	4400 ⁰⁰	Designs
	Dorothy + Samuel Jones Jr	4400 ⁰⁰	Mary + Martha
	Gloria + William Single III	500 ⁰⁰	Children
	Joan Stinchcomb	500 ⁰⁰	
	Lori Betch	140 ⁰⁰	
8/12	William Mooney	50 ⁰⁰	
	Louis Duvall	500 ⁰⁰	
8/19	Ladies Organization	500 ⁰⁰	
	Sanders Family	200 ⁰⁰	
8/26	Pat Jenkins	500 ⁰⁰	
	Audrey Tolston Coale	400 ⁰⁰	
9/2	Gladys + Franklin Gabriel	50 ⁰⁰	
	Beverly A. Boyer	1000 ⁰⁰	
9/9	Gloria + William Single III	500 ⁰⁰	
9/16	Mildred Wirsing Family	150 ⁰⁰	
	Ursula + Harvey Jacob	4400 ⁰⁰	
9/23	Barbara Mathew	1000 ⁰⁰	
9/30	Gloria + William Single III	500 ⁰⁰	
	Joan + Wm. Hoffman Sr	50 ⁰⁰	
10/21	Lena Kemp	200 ⁰⁰	
10/28	Laraine Jones	500 ⁰⁰	
	Henry Rossmark	4400 ⁰⁰	
11/4	Gloria + William Single III	500 ⁰⁰	
		48290 ⁰⁰	



TO THE GLORY OF GOD

ALL
HAVE
BEY
SUNDAY
SCHOOL
SUNDAY 10
MAY 1914

Stained Glass Windows

1	Temple	Carolyn Noteware
2	Ruler	Catherine FiField
3	Children	Gloria + William Single III
4	Marg+Mar	Dorothy + Samuel Jones
5	Design S	James Tallagren
6	Pilate	William A. Voelker
7	Gethsamane	Nancy + Lynwood Gray
8	Supper	Isabel + Louis Parker
9	Water	Ursula + Harvey Jacob
10	Design N	Margaret + Edward Willis
		George Claes
		Margaret Kubeck
		Linda + Abe Price
		Margaret S. Hoover
		Margaret Schultz
		Roberta + Bernard Deasel
		Lena, Christine, John Manning
		Sheri Brandenburg Cobb
		Joan Stinchcomb
		Lori Betch
		William Mooney
		Lois Duvall
		Ladies Organization of UEC
		Sanders Family
		Patrica Jenkins
		Audrey Tolson Coale
		Gladys + Franklin Gabriel
		Beverly A. Boyer
		Mildred Wirsing Family
		Barbara Matthew
		Joan + William Hoffman Sr.
		Lena Kemp
		Laraine Jones
		Henry Rossmark
		Helen Bogucki
		Catherine + J. Edwin Myers

2007

This window restored to
the Glory of God as a gift
From Mr. and Mrs.
William Single III

2007

This window restored to
the glory of God in honor
of Margaret B. Craig

2008

2007

Stained Glass Windows

5 Windows South Side	22915.67
5 Windows North Side	<u>20999.80</u>
	43915.47
1 Front Window 151 x 195	12725.33
4 Single Windows 21 x 66	2395.96
1 Double Window (2) 21 x 66 (Est.)	<u>1197.98</u>
	16319.27
Total All	60234.74

S. East Ave.

Tallagson

Narthex

Willis

Jesus with Mary and Martha *Jones*
Luke 10:38-42

Peter on the water
Matt. 14:22-33 *Jacob*

Jesus and the children *Single*
Mark 10:13-16

Last supper *Pat Ket*
Matt. 26:26-29

Jesus and the rich young ruler *Fi Field/Will*
Mark 10:17-31

Jesus at Gethsamane *Gray*
Matt. 26:36-44

Jesus at 12 in the temple *Noteware/Craig*
Luke 2:41-50

Jesus before Pilate *Yoelker*
John 19:1-5

Altar

Parsonage

School

◆Repairs◆Restoration◆Protective Covering◆
GUARANTEE

Higgins & Associates guarantees against any defects in material or workmanship the work performed at **United Evangelical Church** for a period of ten years after the date of the completion of work.

In the unlikely event of a problem a **Higgins & Associates** craftsman will return to the project site within 30 days of written notification to correct the situation. Glass breakage of any kind, except that which is determined to be caused by defective craftsmanship or installation, is excluded from this guarantee.

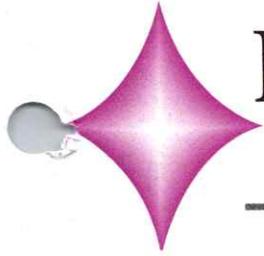
When protective covering is not installed, **Higgins & Associates** offers a five year guarantee that all the repairs and restoration are free from defects in craftsmanship

In the event of damage to these windows from causes other than defective materials or workmanship, **Higgins & Associates** agrees to make the necessary repairs at its prevailing rates.

Date 9/27/07

By Leide Abell





HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

April 18, 2007

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

Re: United Evangelical Church

Dear Harvey,

It was a pleasure speaking with you on April 10th and I appreciate you taking the time to follow up with me regarding the proposal that Higgins & Associates submitted to your committee for consideration for the restoration and preservation of the 5 stained glass art windows on the South Side of the church.

As I mentioned during our telephone conversation if your committee is interested to work with me in phasing out your project by doing 2 windows at one time. We would be able to correlate your project with St. Casimir Catholic Church several blocks down from your church if they would want to proceed.

If there is any additional questions that you might have please do not hesitate to contact me at the studio at 1-800-636-3756 or you may reach me on my cell phone at 1-540-974-5145.

We at Higgins & Associates are looking forward to working with you and the members of your committee in preserving the stained glass heritage.

In His Service I Remain,

HIGGINS & ASSOCIATES

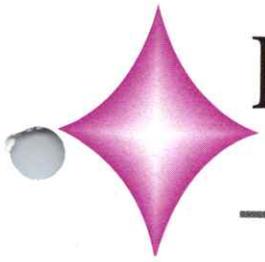
Gene Higgins

Gene E. Higgins, Jr.
President

[3647 F/Up Ltr da]

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

540 636 3756 • 800 636 3756 • FAX 540 636 6114
gehglass@aol.com • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

May 8, 2007

Harvey Jacobs
3 Old Sound Road
Joppa, MD 21085

Re: United Evangelical Church

Dear Harvey,

It was such a pleasure to meet with you and Pastor Oatman on the afternoon of May 3rd. I appreciate the time that you both took to allow me to review the proposal for the restoration and preservation of the five [5] stained glass art windows on the south side of the Sanctuary.

As we discussed in our meeting I am pleased to enclose an additional proposal 3647 HAP 2 for the additional five [5] leaded stained glass art windows on the north side of the Sanctuary with the understanding that these will be completed in 2008. On this proposal, we will offer a 1% retainer to freeze the price so there is no additional price increases before the work starting in the spring of 2008.

If you have any additional questions after reviewing the enclosed proposal, please give me a call at our studio at 1-800-636-3756 or you are always welcome to call me on my cell phone at 1-540-974-5145. Deidre Amick my Administrator or myself will be calling you 30 days prior to phase 1 for the five [5] stained glass art windows on the south side.

Once again on behalf of Higgins & Associates we would like to thank, you for allowing us this very special opportunity in preserving your stained glass art heritage for the United Evangelical Church

In His Service I Remain,

HIGGINS & ASSOCIATES

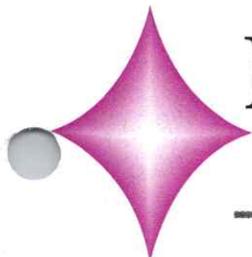
Gene Higgins

Gene E. Higgins, Jr.
President

[3647 Pro Ltr da]

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HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

May 8, 2007

Pastor Catherine Oatman
3200 Dillon Street
Baltimore, MD 21224

Re: Untied Evangelical Church

Dear Pastor Oatman,

It was a pleasure to meet with you and Harvey Jacobs on May 3rd to review the proposal for the restoration of your stained glass heritage. I personally want to thank you for the time spent with us during our meeting and I am looking forward to working with you and the members of your congregation on this very special project.

If there is any questions that you might have regarding the restoration please do not hesitate to contact me at our studio at 1-800-636-3756 and your always welcome to reach me on my cell phone at 1-540-974-5145.

In His Service I Remain,

HIGGINS & ASSOCIATES

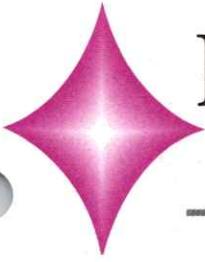
Gene Higgins

Gene E. Higgins, Jr.
President

[3647 P Ltr da]

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HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

August 8, 2007

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

RE: United Evangelical Church

Dear Harvey,

We would like to thank you for choosing Higgins & Associates . We received your deposit for \$210.00 and the signed Signature Page for Proposal # 3647 HAP 2. We are very excited to be working with you and the members of the United Evangelical Church on this very special project. Enclosed you will find the original Signature Page for your records.

This project will be started in 2008. If you should have any questions please do not hesitate to give us a call at the office at 1-800-636-3756.

Peace and Blessings,

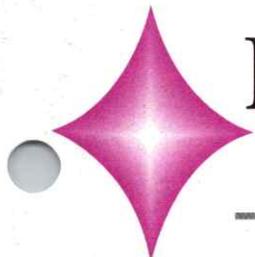
HIGGINS & ASSOCIATES

Deidre Amick
Project Administrator

[3647 HAP 2 Act Ltr]

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gehglass@aol.com • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

September 20, 2007

Harvey Jacobs
3200 Dillon Street
Baltimore, MD 21224

Re: United Evangelical Church

Dear Harvey,

On behalf of Higgins & Associates, I would like to convey our sincerest appreciation for allowing us the opportunity to serve you and the members of United Evangelical Church to help you preserve your stained glass heritage so future generations can be blessed with their everlasting beauty.

We did receive your final payment for HAP 2 for \$6,299.94. You will find the attached invoice for HAP 1. I faxed it over in August and I wanted to resend it to you.

I will be sending the out the warranty once we receive the final payment. If you would have any questions please do not hesitate to contact me at the studio at 1-800-636-3756.

Peace and Blessings,

HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647 2 Ltr]

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gehglass@aol.com • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. Box 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

September 27, 2007

Harvey Jacobs
3 Old Sound Road
Joppa, MD 21085

RE: Untied Evangelical Church

Dear Mr. Jacobs,

It was such a pleasure speaking with you this week regarding the final payment for HAP 1. I am very sorry for the confusion with the payment. The payment came in while I was on vacation and I did not know that we had received it.

I am enclosing the warranty for HAP 1 and HAP 2, for the restoration and preservation of your stained glass art windows. I do hope that the church does decide to proceed with HAP 3.

If you would have any questions please do not hesitate to contact me at the studio at 1-800-636-3756 or you are always welcome to contact Gene on his cell phone at 1-540-305-9694. We at Higgins & Associates are looking forward to working with you on the your next stained glass art window project.

Peace and Blessings,

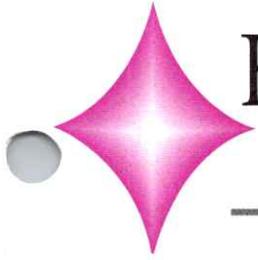
HIGGINS & ASSOCIATES

Deidre Abrell
Administrative Director

[3647 Fin War Ltr]

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HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

November 19, 2007

Harvey Jacobs
3 Old Sound Road
Joppa, MD 21085

Re: United Evangelical Church

Dear Harvey,

As you requested, please find enclosed samples of laminated safety glass that will help to reduce glare. I would like to apologize for the delay in getting them to you.

In the interim, if you would have any questions please do not hesitate to give me a call at the office at 1-800-636-3756.

We at Higgins & Associates are looking forward to working with you on the preservation of your church stained glass heritage.

In His Service I Remain,

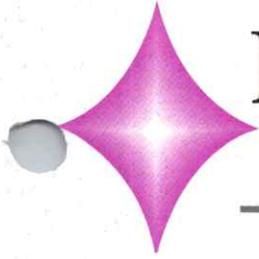
HIGGINS & ASSOCIATES,

Tina Tolliver
Marketing Administrator

(#3647)

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

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gehglass@aol.com • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. Box 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

QUALITY CONTROL FORM

Project Name: United Evangelical Church

Project Number: _____ HAP: _____

Higgins & Associates built its reputation on quality control and service. We have developed this form to assure client satisfaction throughout the entire project. The field superintendent will review our quality control process with you after the work is completed.

- Reviewed proposal and work specifications with client at completion of job _____
- Work area cleaned. _____
- Sanctuary cleaned. _____
- Grounds and exterior areas cleaned. _____
- All debris removed. _____
- Reviewed change order specifications at completion of job, if applicable _____

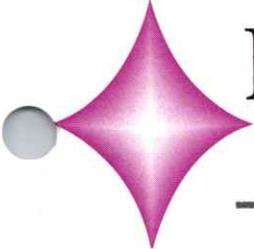
Reviewed by: _____ Date: _____
Title: _____

Reviewed by: _____ Date: _____
Title: _____

Comments:

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

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haglass@rma.edu • www.hastainedglass.com



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

April 2, 2007

Proposal # 3647 HAP 1

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

c/o Harvey Jacobs

Restoration/Protective Covering

SCOPE OF PROJECT:

Higgins & Associates recommendations for the needed restoration / repairs / general maintenance on your stained glass windows and the installation of 1/4" Clear Laminated Safety Glass as a protective covering with new ventilators based on Gene E. Higgins, Jr. on-site evaluation on March 30, 2007 are as outlined below:

DETAILS

Item # 1 "Minde" Stained Glass Art Window
Approximately 41" x 206"

1. Remove old plate glass.
2. Perform general maintenance.
3. Reduce one [1] bulge below the nameplate at the upper level.
4. Install one [1] additional brace for strength below the nameplate at the upper level.
5. Recement window on the outer surface.
6. Replace loose/missing caulking on the exterior between window frame and building.
7. Replace loose/missing glazing on exterior muntin bars.
8. Remove loose paint on the outer frame and repaint.
9. Install protective covering into two [2] existing double glazed ventilators. One [1] lower and one [1] upper.
10. Adjust two [2] ventilators to open and close more freely. One [1] lower and one [1] upper.
11. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

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gehglass@aol.com • www.hastainedglass.com

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item # 2 **“Gross” Stained Glass Art Window**
Approximately 41” x 206”

1. Remove old plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing glazing on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Install protective covering into two [2] existing double glazed ventilators. One [1] lower and one [1] upper.
8. Adjust two [2] ventilators to open and close more freely. One [1] lower and one [1] upper.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

Item # 3 **“Schnrider” Stained Glass Art Window**
Approximately 41” x 206”

1. Remove old plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing glazing on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Install protective covering into two [2] existing double glazed ventilators. One [1] lower and one [1] upper.
8. Adjust two [2] ventilators to open and close more freely. One [1] lower and one [1] upper.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item # 4 **“Busch” Stained Glass Art Window**
Approximately 41” x 206”

1. Remove old plate glass.
2. Perform general maintenance.
3. Replace three [3] pieces of opalescent stained glass in the vent.
4. Recement window on the outer surface.
5. Replace loose/missing caulking on the exterior between window frame and building.
6. Replace loose/missing glazing on exterior muntin bars.
7. Remove loose paint on the outer frame and repaint.
8. Install protective covering into two [2] existing double glazed ventilators. One [1] lower and one [1] upper.
9. Adjust two [2] ventilators to open and close more freely. One [1] lower and one [1] upper.
10. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

Item # 5 **“Lilies & Crown” Stained Glass Art Window**
Approximately 41” x 206”

1. Remove old plate glass.
2. Perform general maintenance.
3. Replace one [1] piece of opalescent stained glass in the vent.
4. Recement window on the outer surface.
5. Replace loose/missing caulking on the exterior between window frame and building.
6. Replace loose/missing glazing on exterior muntin bars.
7. Remove loose paint on the outer frame and repaint.
8. Install protective covering into two [2] existing double glazed ventilators. One [1] lower and one [1] upper.
9. Adjust two [2] ventilators to open and close more freely. One [1] lower and one [1] upper.
10. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

INSTALLATION NOTES

Painting

Higgins & Associates craftsmen will scrape all loose or flaking paint, reputty any needed areas, and apply one coat of top quality primer. After the surface is properly prepared, two [2] finished coats of paint will be applied. The Paint will be white.

Protective Covering

Higgins & Associates will install 1/4" Clear Laminated Safety Glass on the exterior of your stained glass windows. The covering will be installed first stop from the window. The covering will be set into the window frame.

The aluminum divider bars will be Die # 24 manufactured by J. Sussman. The Die # 24 is the practical solution to ventilating the air space between the stained glass and protective glass when putting up protective glazing. It answers the concerns of venting while also addressing the inherent problems associated with it. Holes can be drilled into the "Tee" and a dust and insect screen can be inserted in a groove over the holes. A nylon vent hole cover is available to hide the hole and help prevent water infiltration. The aluminum divider bars will be white. These divider bars will be secured with non-corrosive anchors.

Sealant

Your installation will be glazed with C.R. Laurence Silicone Sealant (Color), a product far superior to ordinary putty or caulking because of its strength and elasticity. This sealant is odorless, non-flowing and will not crack or peel due to heat, cold, expansion, contraction, vibration, or any form of moisture.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

TERMS:

TOTAL INVESTMENT: **\$22,914.82**

- 30% Deposit upon acceptance of proposal. \$6,874.44
- 40% Progress payment upon work completed. \$9,165.94
- 30% Final payment upon completion of installation \$6,874.44

COST PER ITEM:

Item:	Repairs	Covering	Total	Replacement Cost
1	\$2,465.60	\$2,143.60	\$4,609.20	\$29,500.00
2	\$2,404.56	\$2,142.60	\$4,547.16	\$29,500.00
3	\$2,404.56	\$2,141.60	\$4,546.16	\$29,500.00
4	\$2,494.56	\$2,141.60	\$4,636.16	\$29,500.00
5	\$2,434.56	\$2,141.60	\$4,576.16	\$29,500.00
Totals	\$12,203.83	\$10,710.99	\$22,914.82	\$147,500.00

PAYMENT AGREEMENT:

This price will be honored for 120 days from the date of this proposal. If a signed contract is not received by that date, Higgins & Associates has the right to review the price based on material cost at the time.

Our progress payments are based on work completed to date. If payment is not received within 2 weeks of invoice, the invoiced amount will accrue 9% interest and the project will be pulled from production.

Unless other arrangements are made in advance with the company, final payment should be made upon completion of project. The craftsman-in-charge will conduct a walk through inspection with you whereupon the craftsman will accept your check made payable to Higgins & Associates for the final payment due. Finance charges will apply if final payment is not made as scheduled.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Total Investment Quoted: (\$22,914.82)
(Twenty Two Thousand Nine Hundred Fourteen Dollars and Eighty-Two Cents)

AGREEMENT

Higgins & Associates guarantees each project against defective materials and workmanship for a period of 10 (ten) years when an exterior protective covering is installed. Higgins & Associates guarantees all other work for a period of 1 (one) year against defective materials and workmanship. *This does not include any glass breakage due to vandalism, accidents or Acts of God.* In the unlikely event of a problem, a Higgins & Associates craftsman will return to the project site to correct the situation within 30 days of your written notice. All material and craftsmanship will meet applicable local ordinances and building codes.

Higgins & Associates agree to furnish all workmen's compensation, liability and property damage insurance for this project. Higgins & Associates will furnish all necessary labor, materials and equipment needed to complete this project. A certificate of insurance will be supplied upon request. **Special licenses, permits, or bonds required for this project will be the client's responsibility.**

Environmental Conditions: Higgins & Associates will not start glazing work until the outdoor temperature is above 40° Fahrenheit and rising unless approved provisions are made to warm the glass and rabbet surfaces. Glazing work will not be performed during damp and rainy weather.

Higgins & Associates will clean up the work area at the end of each workday. Our craftsmen will work around any functions you may have. At your request, scaffolding will be taken down over the weekends. We ask that you provide as much notice as possible; however, our craftsmen will work with you under any reasonable circumstance. It is extremely helpful if we can be allowed the use of an area to store supplies and tools.

Any alterations or deviations from the stated work will be executed only upon written orders, regardless of additional costs being involved. The cost of changes will be charged on a time and materials basis. "Time" is charged at \$65 per hour, per man. "Material" is our cost at a local supplier or vendor. In the instance of any woodwork, you have the option of using your own carpenters to assist our men provided we have proof of proper insurance coverage.

To accept this proposal, please sign the enclosed copy and return it with your deposit to Higgins & Associates in the enclosed postage paid envelope. Please include a copy of your tax-exempt identification form.

Respectfully submitted

By: Deidre Amick Date: 4/2/07
DEIDRE AMICK / PROJECT ADMINISTRATOR

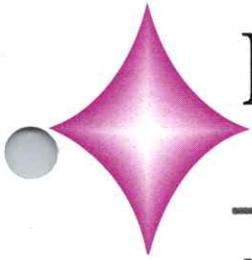
Accepted Project

By: Harvey C. Jacob Date: 5/3/07
Title: President

Tax Exemption Number: 29056737 MD

Accepted for Higgins & Associates By:

[Signature] Date: 5/3/07
GENE E. HIGGINS, JR. / PRESIDENT



HIGGINS & ASSOCIATES

P.O. BOX 1334, FRONT ROYAL, VIRGINIA 22630
2091 GUARD HILL ROAD, MIDDLETOWN, VIRGINIA 22645

May 10, 2007

Proposal # 3647 HAP 2

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

c/o Harvey Jacobs

Restoration/Protective Covering

SCOPE OF PROJECT:

Higgins & Associates recommendations for the needed restoration / repairs / general maintenance on your stained glass windows and the installation of 1/4" Clear Laminated Safety Glass as a protective covering with new ventilators based on Gene E. Higgins, Jr. on-site evaluation on March 30, 2007 are as outlined below:

DETAILS

Item # 6 **"Stained Glass Art Window"**
Approximately 41" x 206"

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Adjust two [2] ventilators to open and close more freely. One [1] in the lower portion and one [1] in the top of the window.
8. Install protective covering into existing double glazed ventilators. One [1] in the lower portion and one [1] in the top of the window.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

DEVELOPERS OF RELIGIOUS ENVIRONMENTS

540 636 3756 • 800 636 3756 • FAX 540 636 6114
gehglass@aol.com • www.hastainedglass.com

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item # 7 **“Stained Glass Art Window”**
Approximately 41” x 206”

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Adjust two [2] ventilators to open and close more freely. One [1] in the lower portion and one [1] in the top of the window.
8. Install protective covering into existing double glazed ventilators. One [1] in the lower portion and one [1] in the top of the window.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

Item # 8 **“Stained Glass Art Window”**
Approximately 41” x 206”

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Adjust two [2] ventilators to open and close more freely. One [1] in the lower portion and one [1] in the top of the window.
8. Install protective covering into existing double glazed ventilators. One [1] in the lower portion and one [1] in the top of the window.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature

H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Item # 9 **“Stained Glass Art Window”**
Approximately 41” x 206”

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Adjust two [2] ventilators to open and close more freely. One [1] in the lower portion and one [1] in the top of the window.
8. Install protective covering into existing double glazed ventilators. One [1] in the lower portion and one [1] in the top of the window.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature H&A initial

Item # 10 **“Stained Glass Art Window”**
Approximately 41” x 206”

1. Remove old outer plate glass.
2. Perform general maintenance.
3. Recement window on the outer surface.
4. Replace loose/missing caulking on the exterior between window frame and building.
5. Replace loose/missing caulking on exterior muntin bars.
6. Remove loose paint on the outer frame and repaint.
7. Adjust two [2] ventilators to open and close more freely. One [1] in the lower portion and one [1] in the top of the window.
8. Install protective covering into existing double glazed ventilators. One [1] in the lower portion and one [1] in the top of the window.
9. Install 1/4" Clear Laminated Safety Glass as a protective covering.

Church Approval Signature H&A initial

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

INSTALLATION NOTES

Painting

Higgins & Associates craftsmen will scrape all loose or flaking paint, reputty any needed areas, and apply one coat of top quality primer. After the surface is properly prepared, two [2] finished coats of paint will be applied. The Paint will be white.

Protective Covering

Higgins & Associates will install ¼" Clear Laminated Safety Glass on the exterior of your stained glass windows. The covering will be installed first stop from the window. The covering will be set into the window frame.

The aluminum divider bars will be Die # 24 manufactured by J. Sussman. The Die # 24 is the practical solution to ventilating the air space between the stained glass and protective glass when putting up protective glazing. It answers the concerns of venting while also addressing the inherent problems associated with it. Holes can be drilled into the "Tee" and a dust and insect screen can be inserted in a groove over the holes. A nylon vent hole cover is available to hide the hole and help prevent water infiltration. The aluminum divider bars will be white. These divider bars will be secured with non-corrosive anchors.

Sealant

Your installation will be glazed with C.R. Laurence Silicone Sealant (Color), a product far superior to ordinary putty or caulking because of its strength and elasticity. This sealant is odorless, non-flowing and will not crack or peel due to heat, cold, expansion, contraction, vibration, or any form of moisture.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

TERMS:

TOTAL INVESTMENT: \$20,999.80

- 01% Retainer to accept proposal. \$210.00
- 29% 30 Day before start of project. \$6,089.94
- 40% Progress payment upon work completed. \$8,399.92
- 30% Final payment upon completion of installation \$6,299.94

PHASE 1 COMPLETED IN 2007

PHASE 2 COMPLETED IN 2008

COST PER ITEM:

Item:	Repairs	Covering	Total	Replacement Cost
6	\$2,129.48	\$2,070.48	\$4,199.96	\$29,500.00
7	\$2,129.48	\$2,070.48	\$4,199.96	\$29,500.00
8	\$2,129.48	\$2,070.48	\$4,199.96	\$29,500.00
9	\$2,129.48	\$2,070.48	\$4,199.96	\$29,500.00
10	\$2,129.48	\$2,070.48	\$4,199.96	\$29,500.00
Totals	\$10,647.40	\$10,352.40	\$20,999.80	\$147,500.00

PAYMENT AGREEMENT:

This price will be honored for 120 days from the date of this proposal. If a signed contract is not received by that date, Higgins & Associates has the right to review the price based on material cost at the time.

Our progress payments are based on work completed to date. If payment is not received within 2 weeks of invoice, the invoiced amount will accrue 9% interest and the project will be pulled from production.

Unless other arrangements are made in advance with the company, final payment should be made upon completion of project. The craftsman-in-charge will conduct a walk through inspection with you whereupon the craftsman will accept your check made payable to Higgins & Associates for the final payment due. Finance charges will apply if final payment is not made as scheduled.

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Total Investment Quoted: (\$20,999.80)
(Twenty Thousand Nine Hundred Ninety Nine Dollars and Eighty Cents)

AGREEMENT

Higgins & Associates guarantees each project against defective materials and workmanship for a period of 10 (ten) years when an exterior protective covering is installed. Higgins & Associates guarantees all other work for a period of 1 (one) year against defective materials and workmanship. *This does not include any glass breakage due to vandalism, accidents or Acts of God.* In the unlikely event of a problem, a Higgins & Associates craftsman will return to the project site to correct the situation within 30 days of your written notice. All material and craftsmanship will meet applicable local ordinances and building codes.

Higgins & Associates agree to furnish all workmen's compensation, liability and property damage insurance for this project. Higgins & Associates will furnish all necessary labor, materials and equipment needed to complete this project. A certificate of insurance will be supplied upon request. **Special licenses, permits, or bonds required for this project will be the client's responsibility.**

Environmental Conditions: Higgins & Associates will not start glazing work until the outdoor temperature is above 40° Fahrenheit and rising unless approved provisions are made to warm the glass and rabbet surfaces. Glazing work will not be performed during damp and rainy weather.

Higgins & Associates will clean up the work area at the end of each workday. Our craftsmen will work around any functions you may have. At your request, scaffolding will be taken down over the weekends. We ask that you provide as much notice as possible; however, our craftsmen will work with you under any reasonable circumstance. It is extremely helpful if we can be allowed the use of an area to store supplies and tools.

Any alterations or deviations from the stated work will be executed only upon written orders, regardless of additional costs being involved. The cost of changes will be charged on a time and materials basis. "Time" is charged at \$65 per hour, per man. "Material" is our cost at a local supplier or vendor. In the instance of any woodwork, you have the option of using your own carpenters to assist our men provided we have proof of proper insurance coverage.

To accept this proposal, please sign the enclosed copy and return it with your deposit to Higgins & Associates in the enclosed postage paid envelope. Please include a copy of your tax-exempt identification form.

Respectfully submitted

By: Deidre Amick Date: 5/10/07
DEIDRE AMICK / PROJECT ADMINISTRATOR

Accepted Project

By: Harvey C. Jacob Date: 8/2/07
Title: President

Tax Exemption Number: 29056737 ^{Exp.} 9/30/07

Accepted for Higgins & Associates By:

[Signature] Date: 8-7-07
GENE E. HIGGINS, JR. / PRESIDENT

United Evangelical Church
3200 Dillon Street
Baltimore, MD 21224

Total Investment Quoted: (\$20,999.80)
(Twenty Thousand Nine Hundred Ninety Nine Dollars and Eighty Cents)

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To accept this proposal, please sign the enclosed copy and return it with your deposit to Higgins & Associates in the enclosed postage paid envelope. Please include a copy of your tax-exempt identification form.

Respectfully submitted

By: Deidre Amick Date: 5/10/07
DEIDRE AMICK / PROJECT ADMINISTRATOR

Accepted Project

By: Harvey C. Jacob Date: 8/2/07
Title: President

Tax Exemption Number: 29056737 ^{Exp.} 9/30/07

Accepted for Higgins & Associates By: _____ Date: _____
GENE E. HIGGINS, JR. / PRESIDENT