

June 23rd, 2025

New Jersey Department of Education
Office of School Facilities Finance
200 Riverview Plaza, 2nd Floor
Trenton, NJ 08625-0500



Re: Berkeley Heights School District (Union County)
Capital Renovation Components – Q2
William Woodruff Elementary School
Briarwood Drive, West
Berkeley Heights, NJ 07922
DOE Project No. 39-0310-050 “Initial Submission Scope of Work Letter”

To Whom it May Concern:

The Berkeley Heights School District Board of Education has engaged our firm to serve as the architect for the above referenced project. Enclosed, please find the formal final submission to the New Jersey Department of Education for the William Woodruff Elementary School Capital Renovation Components Q2.

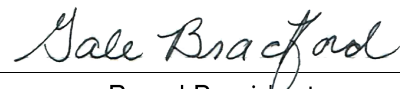
This letter shall serve to indicate the district’s desired scope of work. The scope includes Mechanical & Plumbing Upgrades. Replace H&V Unit Ventilators in kind, replace mechanical controls with Direct Digital Building Management System, replace Gymnasium H&V System, replace existing deteriorated circulation piping throughout the building, and remove asbestos materials from piping in corridor and pipe chases.

Should you have any questions or concerns, or if you require additional information, please do not hesitate to contact me at [973.484.4800](tel:973.484.4800) or via e-mail at thomass@solutions-arch.com.

Respectfully submitted,



Superintendent



Board President