



Board of Education

14 Beekman Terrace
Summit, New Jersey 07901-1702
Tel: (908) 273-3025

**Summit
Public
Schools**

Louis J. Pepe, RSBA, School Business Administrator/Board Secretary

November 9, 2011

To Whom It May Concern:

EI Associates has served as Architect of Record for the Summit Public School District since October of 2008. Their appointment came as a result of a serious need in the district for fiscal responsiveness in addressing infrastructure issues in aging buildings throughout the district. Their demonstrated experience and knowledge in the areas of design, development of bid specifications, project management and engineering services, and client satisfaction placed them at the top of their field for consideration.

I have enjoyed the opportunity to directly work with and get to know Mr. Michael J. Wozny over the past thirteen years in several districts and Mr. Joseph Donnelly over the past six years. In my tenure as a School Business Administrator serving in four school districts, I am impressed with the knowledge, expertise, communication and degree of availability and personal service that has become a cornerstone of our professional relationship.

Given the constant rising costs associated with construction, facilities maintenance and the increasing demand for accountability within our budgets, EI provides the necessary support and guidance to effectively and efficiently meet these challenges.

EI has worked with our Board's Operations Committee in planning cost effective maintenance initiatives in tune with the districts 3 year Maintenance Plan and Long Range Facilities Plan addressing both short and long term goals. Their firm has facilitated the many successful cost saving applications we have been able to obtain through 28 successful RODS Grant Projects, by achieving NJDOE Office of Facilities approval in Trenton resulting in over eight million dollars of secured grant funding on various projects ranging from windows/doors to roofs and boilers in a three year period at all five elementary schools and the LCJ Summit Middle School. In every case, the administration of these construction projects were completed on time and within or under budget, due in large part to EI's knowledgeable staff and ability to effectively coordinate with district personnel. They have also advised the Board on current and pending needs looking into the future. Currently they are working with a team of educators at the Middle school to complete an educational facility space utilization analysis as well as a major auditorium renovation at the Summit High School.

They consistently exhibit professionalism and expediency in their handling of our business. Whenever a member of the building and grounds team, Superintendent or me has encountered a facilities problem, they have always responded quickly and efficiently. Our questions are answered both timely and in detail and, when needed, they have provided dedicated time to review documents at their offices in Cedar Knolls.

They are a full service architectural/engineering firm that knows how to get things done. Best of all their loyalty and fairness in dealing with people and issues define them as an essential compliment to any administrative team. It is with great respect that I recommend them to any district in need of quality architectural/engineering services. Please feel free to contact me should you require any additional information.

Sincerely,

Louis J. Pepe, RSBA
Business Administrator/Board Secretary