



ARCHITECTURE  
ENGINEERING  
ENVIRONMENTAL

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January 8, 2026

University of Mary Washington  
Mr. Tony Perrigan, Senior IPM Program  
Facilities Services  
1301 College Avenue  
Fredericksburg, VA 22401-5300

RE: Farmer Hall  
Copper Dome Roof Replacement & Repairs  
Design Change Order #2 for Proposal

Dear Tony,

HDH is pleased to submit this proposal to provide professional Architectural/Engineering services for the roof replacement of Farmer Hall Roof. The Scope of Services shall be:

- A. Revised Scope of Construction Work
  - 1. In Lieu of repairs to the slate roof areas, design documents to now reflect 100% replacement of all existing slate
  - 2. Design documents to address new gutters, downspouts and trim metals associated with a new slate roof assembly.

Change Order #2: The A/E Fee for the above-mentioned design services shall be:  
\$19,085.00

Contract items for your recall:  
Original Contract- \$35,165.00  
Change Order #1--\$8,950.00  
Change Order #2--\$ 19,085.00

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Total New Proposed Contract Amount \$ 63,200.00

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This above A/E Change Order Fee #2 fee, added to change order #1 as well as the original design fees now expands the design services to a combined \$63,200.00 and presses the Preliminary Construction Budget Estimate to \$1,400,000.00

Please do not hesitate to contact me if you require additional information or have any questions regarding this A/E change order proposal.

Sincerely,

David Liebal, PE, RRC

cc: File

ARCHITECT/ENGINEER PROJECT ORDER CHANGE ORDER

Project Order Change Order Number: 2 Date: January 8, 2026

PROJECT DESCRIPTION

Project Code: 215-B1215-005

Project Order No.: \_\_\_\_\_

Institution/Agency: University of Mary Washington

Project Title: FARMER HALL ROOF REPAIR PROJECT

CHANGE DESCRIPTION

TO: HDH Associates PC

Under your Project Order dated December 11, 2020 for work on the project shown above, you are hereby authorized to make the following additions, deletions, and/or changes to your Scope of Work: Revise the original design to address full slate roof replacement in lieu of repairs to slate to make this a watertight building.

and to  add to  deduct from your project order amount, the sum of: \$19,085.00  
#NAME?

The "Design not to exceed" Budget shall now be: \$1,400,000.00  
The adjusted schedule is as follows: \_\_\_\_\_


PROJECT ORDER COST SUMMARY

(Show summary of all additive and deductive project order change orders on bottom of Sheet 2.)

<u>AMOUNT OF ORIGINAL PROJECT ORDER</u>	<u>TOTAL ADDITIONS</u>	<u>TOTAL DEDUCTIONS</u>	<u>AMOUNT OF PROJECT ORDER TO DATE</u>
<u>\$35,165.00</u>	<u>\$28,035.00</u>	<u>\$0.00</u>	<u>\$63,200.00</u>

CHANGE AUTHORIZATION

Accepted By:

  
\_\_\_\_\_  
Architect/Engineer Date  
David Liebal, HDH Associates 1-8-2026

Recommended By:

\_\_\_\_\_  
Authorized Agency Representative Date

Approved By:

\_\_\_\_\_  
Authorized Agency Representative Date

Governor's Designee Approval (if required)

Prior approval by the Governor or his designee is required for each Project Order Change Order which causes an increase in the Project Order Price if the resulting cumulative sum of all Project Order Change Orders exceeds 25% of the original Project Order Amount or \$50,000, whichever is greater.

Recommended By:

\_\_\_\_\_  
Director, Division of Engineering & Buildings Date

Approved By:

\_\_\_\_\_  
Director, Department of General Services Date



**A/E PROJECT ORDER CHANGE ORDER (Continuation Sheet)**

Proj. Code: 215-B1215-005 Project Order #: 0 Proj. Ord. Chg Ord. #: 2 Date: January 8, 2026

DESCRIBE CHANGE (continued)

Change order #2

Remove all existing slate roof

Inspect and replace any rotten deck boards

Install fully adhered HT underlayment

Install new copper trim metal as needed—valley, ridge, eave

Install new slate roof tiles

