



# CHANGE ORDER

Construction for  
Project Title  
Address  
City, WA ZIP

Contract # PW-25-0427SB  
Dated: September 2025

CO Number: 01  
Date: 21 October 2025

Contractor:  
V&R Roofing  
2920 South Cushman Avenue  
Tacoma, WA 98409

The Contract is changed as follows:

Pursuant to part 17 of the General Conditions the contractor shall:		
Remove wet insulation and wet cover board as required. Provide and install new insulation and coverboard to replace the wet materials. Areas shall be as determined in the field as roofing is removed, estimated amount is worst case scenario based on the infrared scans and coring. Scope shall not exceed the amount noted below without written Change Order approval from the Owner. Included for reference are the Contractor's Change Order Proposal #1 and RFI #1.		
Material / Labor	Contract Sum Adjustment	Contract Schedule Adjustment
Insulation	\$36,640.58	
Cover Board	\$28,573.95	
<b>Total</b>	<b>\$65,214.53</b>	<b>15 days</b>

Original Contract Sum	\$412,733.00
Change to Contract Sum by Previous Change Orders to date	\$0.00
Change to Contract Sum by this Change Order	\$65,214.53
<b>New Contract Sum</b>	<b>\$477,947.53</b>

All Contract Sums are exclusive of sale tax.

The Contract Completion Time shall be extended by 15 days.

The Change Order shall not be valid until signed by the Owner and Contractor.

Contractor:  
By:

Stephanie Marcelle  
Name

Stephanie Marcelle Owner  
Printed Name, Title  
Date: 23 October 2025  
V&R Roofing

Consultant:  
By:

James N. Minichello  
Name

Architect  
Printed Name, Title  
Date: 22 October 2025  
Snohomish County

Owner:  
By:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Printed Name, Title  
Date: \_\_\_\_\_  
Snohomish County



**Change Order #1 - Wet Areas of Roof at DJJC per Infrared Scan Results**

2920 S Cushman Ave,  
Tacoma, WA 98409  
Ph:253-328-5678  
Fax:253-328-6877  
office@vrroofing.net

<b>Job Name:</b>	<b>Denney Juvenile Justice Center Roof Recover</b>	<b>Job Number</b>	<b>25382R</b>
<b>Address:</b>	<b>2801 10th Street</b>	<b>V&amp;R PM</b>	<b>Annette Raschke</b>
<b>Address:</b>		<b>V&amp;R PM Phone # / Email</b>	<b>(253) 345-9204     annetter@VRRoofing.net</b>
<b>City, State, Zip:</b>	<b>Everett, WA. 98201</b>	<b>Customer PO:</b>	<b>PW-25-04275B</b>
<b>Contact Person:</b>	<b>Lance Meinhold</b>	<b>Billing Comp:</b>	<b>Snohomish County</b>
<b>Contact Phone #</b>	<b>Architectural &amp; Construction PM</b>	<b>Billing Contact:</b>	<b>Lance Meinhold</b>
<b>Email</b>	<b>Lance.Meinhold@co.snohomish.wa.us</b>	<b>Billing Phone #</b>	<b>425-512-0796</b>
<b>Submitted Date:</b>	<b>Wednesday, October 22, 2025</b>	<b>Address:</b>	<b>3000 Rockefeller Ave</b>
		<b>City, State, Zip</b>	<b>Everett, WA. 98201</b>

**DESCRIPTION OF WORK:**

Removal and replacement of up to a total of 10,800.00 square feet of roofing covering and underlying insulating components down to the structural deck. Does not include removal, replacement, or manipulation of existing structural deck. Base bid included 3,407 square feet of coverboard replacement and 2,271 square feet of insulation replacement. Bid form values of \$3.865 per square foot of replacement was established for coverboard & \$4.296 per square foot for insulation (Values include WSST). Total Coverboard replacement captured in this change order is no more than 7,393 square feet. Total Insulation replacement captured in this change order is no more than 8,529 square feet.

LABOR	DESCRIPTION	REG HRS	TRAVEL	OT HRS	TOTAL HRS	\$/HR	AMOUNT
Roofing - RT	Apprentice / Journeyman	0	0	N/A	0.00	\$ 104.00	\$0.00
Roofing - RT	Foreman	0	0	N/A	0.00	\$ 109.20	\$0.00
Roofing - RT	Superintendent	0	0	N/A	0.00	\$ 114.66	\$0.00
Roofing - OT	Apprentice / Journeyman	0	0	N/A	0.00	\$ 136.50	\$0.00
Roofing - OT	Foreman	0	0	N/A	0.00	\$ 143.33	\$0.00
Roofing - OT	Superintendent	0	0	N/A	0.00	\$ 150.49	\$0.00
Roofing - DT	Apprentice / Journeyman	0	0	N/A	0.00	\$ 169.00	\$0.00
Roofing - DT	Foreman	0	0	N/A	0.00	\$ 177.45	\$0.00
Roofing - DT	Superintendent	0	0	N/A	0.00	\$ 186.32	\$0.00
Sheet Metal - RT	Journeyman	0	0	N/A	0.00	\$ 150.15	\$0.00
Sheet Metal - RT	Foreman	0	0	N/A	0.00	\$ 157.66	\$0.00
Sheet Metal - RT	Superintendent	0	0	N/A	0.00	\$ 165.54	\$0.00
Sheet Metal - OT	Journeyman	0	0	N/A	0.00	\$ 197.07	\$0.00
Sheet Metal - OT	Foreman	0	0	N/A	0.00	\$ 206.93	\$0.00
Sheet Metal - OT	Superintendent	0	0	N/A	0.00	\$ 217.27	\$0.00
Sheet Metal - DT	Journeyman	0	0	N/A	0.00	\$ 243.99	\$0.00
Sheet Metal - DT	Foreman	0	0	N/A	0.00	\$ 256.19	\$0.00
Sheet Metal - DT	Superintendent	0	0	N/A	0.00	\$ 269.00	\$0.00
Travel	Per Diem - Travel Zone #	N/A	0	N/A	N/A	\$ -	\$0.00
Travel	Overnight Subsistence	N/A	0	N/A	N/A	\$ 208.00	\$0.00
	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0.00</b>		

MATERIALS	QUANTITY	UNIT	UNIT COST	AMOUNT
Coverboard Removal & Replacement - Unit Cost (Includes WSST)	7393	EA	\$3.865	\$28,573.95
Insulation Removal & Replacement - Unit Cost (Includes WSST)	8529	EA	\$4.296	\$36,640.58
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00

EQUIPMENT	QUANTITY	UNIT	UNIT COST	AMOUNT
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00
	0	EA	\$0.00	\$0.00

		<b>Labor Sub Total:</b>	<b>\$0.00</b>
		<b>Material / Unit Cost Sub Total</b>	<b>\$65,214.53</b>
		<b>Equipment Sub Total</b>	<b>\$0.00</b>
		<b>Sub Total</b>	<b>\$65,214.53</b>
<b>Mark up</b>	N/A		<b>\$0.00</b>
		<b>Total</b>	<b>\$65,214.53</b>
<b>Tax Rate</b>	N/A		<b>\$0.00</b>
		<b>Grand Total</b>	<b>\$65,214.53</b>

V&R Roofing performed the work at our request. We agree to pay for the work provided from V&R Roofing whether the repair is temporary or permanent. Interest will be applied to invoices over 30 days.

*Annette Raschke*  
Signature: Owner/Owner Representative Date



## CONTRACTOR'S REQUEST FOR INFORMATION (RFI)

Owner/General Contractor:	Snohomish County 3000 Rockefeller Avenue, Everett, WA Lance Meinhold	RFI Number: 01
Contract/Job No.:	Denney Juvenile Justice Center	Date of Request: 10/22/2025

RFI Description or Title:
Wet Areas of Roof at DJJC per Infrared Scan Results

Request From: Annette Raschke	Company: V&R Roofing
Drawing: N/A	
Specification Sect.: N/A	

**Information requested:**

Based on the infrared survey performed on October 7, 2025, and the core test performed by V&R Roofing on October 17, 2025 – we have confirmed that all areas outlined by RTS were found to be mildly to moderately saturated. The total square footage comes out to be 10,800 square feet. The plan of action would be to peel the membrane back in the areas from the infrared scan and remove the wet coverboard and determine if the insulation is wet as well. If so, remove down to deck and install new insulation, new coverboard and new base sheet to restore the roofing system to its waterproof nature and then proceed with the installation. Potential deductive costs to this value will be assessed at the completion of this work.

**Anticipated Cost Impact: \$65,214.53**

**Anticipated Time Impact: 15 Working Days**

Contractor's Representative:	Date:
Annette Raschke	10/22/2025
Sent To: Lance Meinhold, Snohomish County Facilities and Fleet Management	
Request Received:	

**Response to request:**

The proposed solution is acceptable provided the amount is not exceeded without written authorization from the Owner.

Signature of Recipient:	Date: 22 October 2025
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### Results of Infrared Scan

Areas of moisture infiltration shown in red.

Blue outline indicates area of proposed insulation and cover board replacement.

