

3 July 1979

Don A. Swofford, Architect  
Route 8, Box 330  
Charlottesville, Virginia, 22901

Mrs. Anne Flory, Chairman  
Prince William County Historic Commission  
Prince William County  
Virginia

Re: Ben Lomond Stone  
Accessory Building

Dear Mrs. Flory,

It was a pleasure to meet with your representative last week and learn of the Commission's efforts to save the stone accessory building as part of a preservation effort at Ben Lomond. We are pleased to present this proposal for Architectural services and look forward to the prospect of participating with you in this very worthwhile project.

We propose to produce plans and specifications for moving, structurally stabilizing and restoring the subject house to include:

- Architectural examination of existing building fabric to determine original appearance
- Site planning as it relates to the moving of the stone house
- Specifications
- Design for new foundations
- Stabilization and repair of exterior masonry work
- Restoration of all woodwork and trim including windows and doors retaining original fabric where practical and appropriate
- Restoration of original roofing
- Restoration of original finishes

Plans and Specifications will be drafted for complete restoration of the structure to facilitate competitive bidding and phasing of the work to meet your schedule and available funding.

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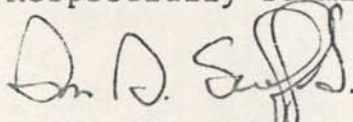
Cost breakdown

Investigation and research-16 hours @ \$30.00	\$480.00
8 hours @ \$11.25	90.00
Specifications writing-10 hours @\$30.00	300.00
typing	82.00
Drawing 6 sheets 80 hours @ \$12.50	1000.00
Client consultation and site planning including contractor negotiation and bidding-30 hours @ \$30.00	900.00
Reimbursables-estimate	
travel, lodging, printing	740.00
Total Architectural	\$2852.00
Reimbursables	740.00
Total	\$3592.00

You will note in the budget that a small amount is allowed for site planning work. As is customary the owner is expected to provide a topographical features survey. If you do not have one of these available, you should have one done for the entire Ben Lomond site. We strongly recommend that in the near future you consider having drafted a full historic structures study of the Ben Lomond property. Such a study should assess the detailed historic content of the site as well as develop a plan and program for restoration, preservation, rehabilitation, stabilization, maintenance and interpretation of the Ben Lomond Manor House site. With such study in hand, policy decisions and program development decisions will be easily made.

We appreciate the opportunity to present this proposal. Should further verification of our firm's credentials and qualifications be required or if you have any questions regarding our proposal, do not hesitate to call us.

Respectfully submitted,



Don A. Swofford, AIA