

MEMORANDUM

TO: Mayor and Council

FROM: Stephan Poulin, Director of Economic Development and Community Services

DATE: September 21, 2021

RE: WN Municipal Building North Section Roof Replacement Project

The budgeted amount for the roof replacement project at Town Hall was \$55,000. The lowest bid received is \$87,950. The 4 bids received for this project have a difference of \$7,500 from the highest to the lowest, which demonstrates that the prices are competitive and reflective of the scope of work involved. Market pricing is impacted by the “COVID Factor” and in turn has created bid prices being significantly higher than budgeted amounts.

The recommendation is to proceed with the work this year in order to avoid further damages due to the poor condition of the section of roof in question. The additional costs can be covered from the community services capital reserve.

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