



**Project Fact Sheet**  
**City Hall Environmental Systems Renovation and Roof Project**  
**PN 6-C-016-19**  
**October 7, 2025**

**Project Manager:** Mary Jaeger / Zach Hardy

**Description:** The City Hall Environmental Systems Renovation and Roof project is included in the 2019-2024 Capital Improvement Plan with a total project budget of \$3,249,400. On May 20, 2025, the City Council approved Resolution No. 25-1047 amending Resolution 22-1046 authorizing \$3,249,400 of general obligation bonds for funding of the project and an additional \$1,133,238 in insurance funds from prior claim for a total budget of \$4,382,648.

During the tear off of the roof, the metal deck under the existing roof area H (Octagon) was rusted across a majority of the roof area and needs to be replaced (Change Order 03).

**Justification:** This project will prolong life of the City Hall Roof which was impacted by storm damage.

<b>Schedule:</b>	<b>Item</b>	<b>Date</b>
Funding Authorization		June 21, 2022
Contract Award – Roof Consultant		December 6, 2023
Contract Award – Roof Contractor		December 3, 2024
Construction Start		January 2025
Construction Completion		August 2025

<b>Council Actions:</b>	<b>Date</b>	<b>Amount</b>
Funding Resolution	06-21-2022	\$ 3,249,400
Award of Roof Consultant Contract	12-6-2023	\$ 128,500 + \$5,000 reimbursable expenses
Award of Roof Contractor	12-3-2024	\$1,858,950
Funding Resolution Amendment	05-20-2025	\$ 4,382,648
Award Change Order 02 to Roof Contractor	08-05-2025	\$ 368,937.50
Award Change Order 03 to Roof Contractor	10-07-2025	\$155,185

<b>Funding Sources:</b>	<b>Amount</b>	<b>CIP Year</b>
General Obligation Bonds	\$ 3,249,400	2024
Roof Insurance Claim	\$1,133,248	2025

<b>Expenditures:</b>	<b>Budget</b>	<b>Amount to Date</b>
HVAC Renovation & Site Work	\$1,484,238	\$915,625
HVAC Engineer	\$104,000	\$104,000
Roof Consultant	\$174,300	\$146,939
Roof Replacement	\$2,257,813	\$1,850,823
Surveyor	\$14,240	\$8,350
Architect	\$71,900	\$71,524

Antenna Relocation	\$3,800	\$3,800
Owner's Representative	\$45,135	\$43,294
Building Automation System	\$51,375	\$51,375
Reimbursables	\$10,000	\$555
Contingency and Roof Insurance Claim	\$165,847	\$0
<b>Total</b>	<b>\$ 4,382,648</b>	<b>\$3,196,284</b>