

# Memorandum



Date: August 11, 2025  
To: Buchanan City Commission  
From: Richard Murphy  
Subject: **Consideration of approvals of bids and contracts for Buchanan Northside Repair Program**

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## **Background**

With funding provided by CDBG and local foundations, the City of Buchanan has launched the Northside Home Repair Program. The purpose of this program is to offer residents of the Northside Neighborhood in the City of Buchanan financial assistance to address immediate health and safety concerns with their homes.

Sanya Vitale, the third-party administrator of the program for the city has reviewed the bids and has made recommendations for approval of bids and contracts in order to proceed with the home repair projects. Please see attached bid tabulations, recommendations report, and requests for notices to proceed.

## **Recommendation**

City staff recommends approval of the bid and contracts per the recommendation of the program's third-party administrator, Sanya Vitale.