



## **Agenda Item Summary Sheet**

**Date:** 6/20/23

**Item #:** 5

**Item Title:** Town Hall Complex Upgrades

**Item Summary:** Council directed staff to solicit quotes according to the Town's purchasing policy for upgrades to be made at the Town Hall Complex. Two bidders submitted quotes and a third was unable to submit a quote in the given time frame. The list of work to be performed at the Town Hall includes: repair or the handicap ramp and deck at the west entrance, replace attic exhaust fan, repair trim and paint two gable and tower. The list of work to be performed at the Pitts Center includes: remove double doors on west wall and patch drywall, trims and siding. Remove Existing garage door and install new entry door. Patch and paint drywall, trims and siding. Repair rotted trims and siding throughout. Paint all siding and trim. The list of work to be performed and the Police Station includes: replacing two exterior doors. Install one new window with shutters. The lowest received quote was submitted by C & T Contracting in the amount of \$98,450.00.

**Staff Recommendation:** Staff recommends work be awarded to C & T Contracting.

**Requested Action:** Motion to award the Town Hall Complex Upgrades project to C & T Contracting and a budget amendment in the amount of \$98,450.00.

**Attachments:** Proposal Tabulation Sheet

Town of Southern Shores

Town Hall Complex Upgrades

Name	Proposal
<b>C &amp; T Contracting</b>	<b>\$98,450.00</b>
<b>Cynergy Home Solutions LLC</b>	<b>\$122,725.00</b>

Recorded by:  
David Bradley  
Public Works Director