



Council Agenda Item

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| Meeting Date: | May 19, 2026 |
| Agenda Item: | Discussion and possible action to recommend award of contract to HP Roofing to replace City Hall Roofs in the amount of \$339,065. |
| Staff Contact (name, email, phone): | Kevin Boehm, kboehm@whitewater-wi.gov , 262-473-0122 |

BACKGROUND

(Enter the who, what when, where, why)

Building Facilities issued a Request for Bids (RFB) for roofing improvements at City Hall, including the newer addition to City Hall, the Police Department, and the Fire Department facilities. The original project estimate was approximately \$400,000, which included replacement of the Fire Department roof and repairs to the City Hall and Police Department roofs. The overall square footage and age of each section of roof are as follows:

- Section A – Fire, 8,500 sq. ft. (age unknown)
- Section B – Police, 7,850 sq. ft. (age unknown)
- Section C – City Hall, 9,000 sq. ft. (29 years)

As part of the bidding process, contractors were asked to provide pricing for both:

1. Replacement of the Fire Department roof with repairs to the City Hall and Police Department roofs; and
2. Full replacement of all three roofs.

Following review of the bid alternatives, staff is recommending proceeding with the full replacement option for all three roofs. Three sealed bids were received for the complete roof replacement project with the following results:

- HP Roofing — \$339,065
- Quality Roofing — \$406,371
- Top Roofing — \$410,940

HP Roofing submitted the lowest responsive bid for the complete replacement of all three roofs at a total cost of \$339,065, which is below the original project estimate. The replacement comes with a 20 year warranty.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

Capital Improvement Project was identified and approved by City Council in the 2026/2027 Budget plan in December of 2025 in the amount of \$400,000. At their May 12, 2026 Public Works Committee meeting, the Committee recommended to proceed with the replacement of all three roofs and recommended for approval at Council, to award the contract to HP Roofing for \$339,065 with a not to exceed cost of \$400,000 contingent upon review of references.

FINANCIAL IMPACT

(If none, state N/A)

\$339,065 for replacement not to exceed \$400,000

STAFF RECOMMENDATION

Staff checked with the provided references and have no issues with awarding the project to HP Roofing.

Facilities staff recommend approval of the contract award to HP Roofing in the amount of \$339,065 for the full replacement of the City Hall, Police Department, and Fire Department roofs, with a total project authorization not to exceed \$400,000.

The additional contingency amount is being requested due to the potential for unforeseen conditions that may be discovered during construction, specifically within the City Hall roof system. The base bid assumes existing insulation will remain in place if determined to be in acceptable condition. However, if damaged or deteriorated insulation or roof decking materials are identified during the project, additional replacement work may be required at unit prices identified in the bid documents, including approximately \$7.00 per square foot for insulation replacement and \$10.00 per square foot for decking replacement.

Approval of the not-to-exceed amount will allow the project to proceed without delay should additional repairs become necessary during construction.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. HP Roofing Bid
 2. Quality Roofing Bid
 3. Top Roofing Bid
 4. Bid Tabulation
 5. Bid Opening Form
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