



November 12, 2025 City Council Meeting

Title

Consider approval of a contract amendment for the Public Safety Building roof replacement project — Larry Propst, Department of Finance

Summary

A contract amendment for the Public Safety Building roof replacement project has exceeded thresholds established in Va. Code §2.2-4309 and require approval by City Council.

Recommendation

Option 1. Approve the contract amendment.

Fiscal Impact

N/A.

Context & Analysis

On May 28, 2025, the City entered into a contract with Northeast Contracting Co. LLC, for the Public Safety Building roof replacement project. The original contract amount was \$234,400.

A contract amendment in the amount of \$77,892.62 was issued for the installation of tapered roof insulation, as the original design plans had indicated that the roof structure was sloped. However, after existing roof demolition it was discovered that the existing roof structure was flat and required tapered insulation.

A contract amendment in the amount of \$6,950 was issued for the installation of plywood along the lower edge of the roof parapet wall to allow for a flat surface to which the new roof could be adhered against. It was discovered during demolition that the lower portion of the roof parapet wall was staggered from the upper portion, thus creating an uneven surface, that would over time cause the new roof material to fail.

Pursuant to Va. Code § 2.2-4309, contract amendments greater than 25% of the contract price or \$50,000, whichever is more, must be approved by the locality's governing body. The Public Works Department is requesting approval of the contract amendments.

Options

1. Approve the contract amendments

Attachments

1. N/A