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MEMORANDUM

To: Mayor and City Council
From: Brent Walker, Parks and Recreation Manager
Date: September 9, 2013
Subject: **Discussion of Contract Award for ITB 13-06 North DeKalb Cultural Arts Center Roof Replacement**

ITEM DESCRIPTION

Staff has solicited Bid ITB 13-06 for the roof replacement at the North DeKalb Cultural Arts Center and is in the process of receiving the best and final offer from the apparent low bidder.

BACKGROUND

Since the City purchased the North DeKalb Cultural Arts Center in 2010 we have been dealing with multiple roof leaks in the facility. An Engineering report was done in April of 2012, which ascertained that an entire roof replacement was necessary. Staff allocated capital funds of \$260,000 towards that end and has solicited bids which will be available and provided to council after the bid opening on September 9th at 3pm.

RECOMMENDATION

Staff recommends approving the contract with the apparent low bidder and authorizing the Mayor and City Manager to execute all documents.