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NARRAGANSETT TOWN COUNCIL AGENDA ITEM REPORT

DATE: August 17, 2026

FROM: Stephen Daignault, Public Works Director

CO-SPONSOR: Jonathan Gerhard, Town Engineer

DEPARTMENT: Public Works Department

SUBJECT:

A MOTION TO APPROVE, RATIFY, AND CONFIRM Change Order No. 7 with Martone Service Company, Inc. for the Town Hall Front Entrance Refurbishment Project in the amount of \$15,226.89.

SUGGESTED ACTION:

The Town Council awarded the bid for Town Hall Front Entrance Refurbishment to Martone Service Co. Inc. (Martone) in the amount of \$2,335,221.00 on September 3, 2024. The project involves completing building repairs, renovations, and site improvements for the Narragansett Town Hall, 25 Fifth Avenue, including masonry restoration of all four (4) building elevations; repointing, reconstruction and replacement of damaged brick; installation and/or replacement of control joints and sealants; repairs and/or replacement of deteriorated lintels and associated flashings; replacement of exterior doors on the front and rear of the building; replacement of all windows and louvers with new windows and louvers with improved thermal performance characteristics; construction of new building entrance stairs, walks, and ADA compliant ramps; new site lighting; demolition of existing wheelchair lift and construction of new interior stairs as depicted by the plans and specifications. Change Orders No. 1 through 6 to the Martone contract were previously approved and the revised total construction contract cost is \$2,760,874.65.

On July 23, 2026, we received a formal change order request associated with installation of the six (6) louvers in the exterior of Town Hall. Additional framing is necessary at the existing building openings to secure the new louvers and complete the installation properly. Martone submitted a cost proposal for the additional work in the amount of \$15,226.89. The Department of Public Works Director requested prompt approval of this change order to PO 20251934, as we come closer to the completion of this project, and the Town Manager approved the additional work to proceed. The additional cost of \$15,226.89 is now presented to the Town Council to approve, ratify, and confirm. The total cost of the contract with Change Order No. 7 is \$2,776,101.54.

FUNDING SOURCE:

Funding is available through ARPA funds Account #0831 50252, Grant Expenses, Road & Infrastructure Bond Account #0022 57520, Town Hall Renovations and Bond Account #0024 50202, Contracted Services.

ATTACHMENTS:

[CO#13 Louver R 7-23.pdf](#)

[Change Order request 13 Louvers.pdf](#)

[RE_ TH Refurbishment Change Order Request #13 Louvers.msg.pdf](#)