CITY OF BILOXI
AGENDA ITEM
FACT SHEET

Item No.: 5E

Council Meeting Date: November 17, 2026

ITEM TITLE: RESOLUTION - Creole Cottage Roof Replacement

INTRODUCED BY: Mayor Andrew "FoFo" Gilich

CONTACT PERSON: Rick Weaver, Chief Administrative Officer
Christy LeBatard, Director of Public Works and Engineering

SUMMARY EXPLANATION:

To approve and authorize the One-Source Creole Cottage Cedar Shake Roof Replacement from Ensured Roofing Company LLC in the total amount of $36,258.85.

Funding: Capital Projects Budget

Resolution ✓ **Ordinance** _____ **Public Hearing** _____ **Routine Agenda** _____

Exhibits for Review

Contract _____ **Minutes** _____ **Plans/Maps** _____ **Deed** _____ **Lease** _____

Other (Specify): Requisition, One-Source Certification

Submittal Authorization: **Council President** _____ **Mayor** ✓

STAFF RECOMMENDATION: Staff recommends approval

COUNCIL ACTION: **Motion By:** _____ **Second By:** _____

Vote: Councilmember	Yes	No	AFR	ABST	Councilmember	Yes	No	AFR	ABST
Gray	___	___	___	___	Tisdale	___	___	___	___
Marshall	___	___	___	___	Glavan	___	___	___	___
Nail	___	___	___	___	Shoemaker	___	___	___	___
Creel	___	___	___	___					

ACTION TAKEN:

111726bpur

RESOLUTION No.

WHEREAS, the Creole Cottage Cedar Shake Roof Replacement is only available from Ensured Roofing Company LLC; and

WHEREAS, it is the recommendation of Christy LeBatard, Director of Public Works and Engineering, to approve and authorize the One-Source Creole Cottage Cedar Shake Roof Replacement from Ensured Roofing Company LLC in the total amount of $36,258.85; and

WHEREAS, funding for the above purchase is shown in the 2026/27 Capital Projects Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, THAT:

The One-Source Creole Cottage Cedar Shake Roof Replacement in the total amount of $36,258.85 from Ensured Roofing Company LLC is hereby approved and that this Resolution shall be spread on the minutes of the City Council.

Bill To	Requisition 00000837-00 FY 2027
ACCOUNTING CITY OF BILOXI PO BOX 429 BILOXI, MS 39533	Acct No: GO263C-6658-C1134 Review: Buyer: kstuart Status: Released

Vendor	Ship To
ENSURED ROOFING COMPANY LLC 1969 SOUTHERN AVE BILOXI, MS 39531-5240 Tel#228-223-8840	CITY OF BILOXI ENGINEERING DEPT 214A DELAUNEY ST BILOXI, MS 39530 Delivery Reference CRAIG BALIUS

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/30/26	010021				ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	General Notes --- ONE SOURCE CERTIFICATION SCANNED INTO ATTACHEMENTS			
001	CREOLE COTTAGE 132 RUE MAGNOLIA ROOF REMOVE THE EXISTING SHAKE ALONG WITH CURRENT ROOF SYSTEM DOWN TO THE DECKING	1.00 EA	471.46000	471.46
	1 GO263C-6658-C1134	471.46		
002	2X2 LUMBER	1.00 LF	2863.96000	2863.96
	1 GO263C-6658-C1134	2863.96		
003	SYNTHETIC ROOFING UNDERLAYMENT INSTALLATION	1.00 RL	468.60000	468.60
	1 GO263C-6658-C1134	468.60		
004	TRI-BUILT #30 ASTM 4869 JUMBO FELT	1.00 RL	771.48000	771.48
	1 GO263C-6658-C1134	771.48		

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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/30/26	010021				ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
005	VENTILATION MAT	1.00 EACH	1713.90000	1713.90
	1 GO263C-6658-C1134	1713.90		
006	CEDAR STARTER	1.00 EACH	188.44000	188.44
	1 GO263C-6658-C1134	188.44		
007	WESTERN RED CEDAR HAND SPLIT SHAKES HEAVY THICKNESS	1.00 EACH	16281.60000	16281.60
	1 GO263C-6658-C1134	16281.60		
008	WATKINS SAWMILL 24" X 5/8" X 16.6' ANBROOK CCA TREATED SHAKE HIP & RIDGE	1.00 EACH	769.68000	769.68
	1 GO263C-6658-C1134	769.68		

Bill To
ACCOUNTING
CITY OF BILOXI
PO BOX 429
BILOXI, MS
39533

Requisition 00000837-00 FY 2027

Acct No:
GO263C-6658-C1134
Review:
Buyer: kstuart
Status: Released

Vendor
ENSURED ROOFING COMPANY LLC
1969 SOUTHERN AVE

BILOXI, MS 39531-5240

Tel#228-223-8840

Ship To
CITY OF BILOXI
ENGINEERING DEPT
214A DELAUNEY ST
BILOXI, MS 39530

Delivery Reference
CRAIG BALIUS

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/30/26	010021				ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
009	COPPER DRIP EDGE	1.00 EACH	1370.40000	1370.40
	1 GO263C-6658-C1134	1370.40		
010	COPPER CHIMNEY FLASHING	1.00 EACH	785.73000	785.73
	1 GO263C-6658-C1134	785.73		
011	CEDAR SHAKE INSTALLATION	1.00 EACH	9555.00000	9555.00
	1 GO263C-6658-C1134	9555.00		
012	LABOR TO CLEAN JOB SITE DURING CONSTRUCTION, CLEAN AFTER COMPLETION OF SHINGLE INSTALLATION INCLUDING ITEMS MAGNET SWEEPING VICINITY OF THE HOME, DRIVEWAY AND YARD	1.00 EACH	464.30000	464.30
	1 GO263C-6658-C1134	464.30		

Bill To	Requisition 00000837-00 FY 2027
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Vendor	Ship To
ENSURED ROOFING COMPANY LLC 1969 SOUTHERN AVE BILOXI, MS 39531-5240 Tel#228-223-8840	CITY OF BILOXI ENGINEERING DEPT 214A DELAUNEY ST BILOXI, MS 39530 Delivery Reference CRAIG BALIUS

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/30/26	010021				ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
013	1-1/4" COIL ROOFING NAILS	1.00 EACH	60.00000	60.00
	1 GO263C-6658-C1134		60.00	
014	TRI-BUILD PLASTIC CAP NAILS	1.00 EACH	44.29000	44.29
	1 GO263C-6658-C1134		44.29	
015	SUPPLIER DELIVERY FEES	1.00 EACH	92.86000	92.86
	1 GO263C-6658-C1134		92.86	
016	SUPPLIER FUEL SURCHAGES FOR DELIVERED MATERIALS	1.00 EACH	92.86000	92.86
	1 GO263C-6658-C1134		92.86	

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10/30/26	010021				ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
017	CITY PERMIT FEE REQUIRED FOR COMPLIANCE WITH LOCAL BUILDING REGULATION. COVERS THE COST OF OBTAINING NECESSARY APPROVALS FOR THE ROOFING PROJECT	1.00 EACH	264.29000	264.29
1	GO263C-6658-C1134		264.29	

Requisition Link

Requisition Total 36258.85

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
GO263C-6658-C1134 GO 2026 BOND FUNDING SOURCE Contract Payments	36258.85	5241.15

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
Approved	10/30/26	briann haley	
Approved	10/30/26	dosha quave	Auto approved by: bhaley
Approved	10/30/26	christy lebatard	
Approved	10/30/26	dosha quave	Auto approved by: clebatard
Queued	10/30/26	amber langlinais	Auto approved by: clebatard
Queued	10/30/26	keith stuart	Auto approved by: clebatard

Director of Public Works & Engineering
Christy LeBatard



214-A Delauney Street
P. O. Box 429
Biloxi, Mississippi 39533
Office: 228.435.6271
Fax: 228.435.6179
www.biloxi.ms.us

ONE SOURCE CERTIFICATION

This is to certify that this purchase request (CREOLE COTTAGE ROOF REPLACEMENT) covers a commodity which is available from one source only: Ensured Roofing and that neither comparative nor competitive quotations can be obtained.

Christy LeBatard

Christy LeBatard

Director of Public Works & Engineering