

TOWN OF WEST SENECA



ENGINEERING DEPARTMENT

TOWN SUPERVISOR  
SHEILA M. MEEGAN  
TOWN COUNCIL  
EUGENE P. HART  
WILLIAM P. HANLEY JR.

November 16, 2016

Honorable Town Board  
Town of West Seneca

RE: Building and Grounds Roofing Project – Deduct Change order

Honorable Board Members,

Please authorize the supervisor to sign all necessary paperwork for deduct change order number 1 in the amount of (\$10,000). Change order number 1 is due to not spending allowance money that was included in the contract for unforeseen conditions.

Feel free to contact me if you have any questions.

Very truly yours,

Steven R. Tanner, P.E.

cc. Files: TB  
Project