

AGENDA ITEM COVER SHEET

Trustee Meeting Date:	Agenda Item Type:
October 13, 2026	Requisition Item
Submitted By:	
Mike Huxsoll, Director of Public Works/Community Services	

Motion:
ZSR Contracting and Restoration - \$19,965.00 - Restore Administration building brick window headers

Background:
Last week, Administration advised Community Services that bricks had fallen out of the window opening for the copier room on the North face of the building. Temporary concessions were made to keep water out of the opening until a price and repair were determined. Upon closer inspection, we found three (3) other windows in the same condition. The bricks are sitting in the opening by gravity alone. We reached out to a couple of masonry repair contractors, and ZSR Contracting gave the best price and most comprehensive scope to make the necessary repairs. Bricks will be removed from the opening, and a new steel lintel and flashing will be installed. The bricks will be reused and toothed back into the opening to create the structural soundness of the original construction. The Community Services Department requests a purchase order in the amount of \$19,965.00 payable to ZSR Contracting and Restoration Services. This price includes all of the restoration and a 10% contingency.

Finance	Budgeted Item:	No; TIF		
	CIP #:			
	TIF Info:	2180		
	Purchase Req. #:	26003362	Total Encumbrance:	\$ 19,965.00

September 30, 2026

Attn: Mr. Joseph Schulte
Jschulte@westchesteroh.org
(513) 785-9565

RE: Masonry Window Headers
9113 Cincinnati-Dayton road

Per your recent request, we at ZSR Contracting and Restoration appreciate the opportunity to submit this quotation for work at the above referenced project. We propose to furnish all labor, material and equipment necessary to complete the following items of work.

North Elevation Window headers

- Use scaffolding to access work areas.
- Remove four existing brick soldier headers and salvage for re-use.
- Install new lintels and flexible flashing, complete with end dams and termination bar at four openings.
- Relay salvaged brick masonry including weep vents, matching existing, plumb and true.
- Install coil trim metal above top course of brick to prevent water intrusion, matching existing trim as close as possible from standard color charts.
- Remove deteriorated mortar joints within work area and tuck-point with new mortar, matching existing as close as possible.
- Clean up all equipment and debris upon completion of work.

Price: \$18,150

Price for any additional header repairs: \$5,000 each

Qualifications:

No bond or building permit is included.

No design or testing included.

No hazardous material work included.

Water and electricity supplied by others.

All work is to be performed during regular business hours.

Sincerely,
ZSR Contracting and Restoration

Gary Huismann
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513-623-9706