

Purchase Request #6
Regular Board Meeting October 12, 2026
Consideration of Approval of a One-Year Contract for Roof Repair Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a one-year contract with a pool of three vendors for roof repair and waterproofing services for the facilities services department.

If the administration and any of the recommended vendors are unable to agree to an executable contract, the administration requests delegation to discontinue negotiations and proceed to negotiate with the next highest-ranking vendor(s) until a contract is reached or all proposals are rejected. This action will authorize the Chancellor or her designee to approve a contract preventing extended delays with the award of this project.

BACKGROUND

The facilities services department is responsible for the inspection, assessment, maintenance, repair, and lifecycle management of roofing systems across all College facilities. These responsibilities include addressing routine and emergency repairs, warranty-related matters, condition assessments, and other roofing needs associated with the ongoing operation and preservation of each College facility. This contract is intended to support repair and maintenance services and does not include full roof replacements, major renovations, or other capital improvement projects, which are purchased separately as needed.

The College's building inventory includes facilities ranging from newly constructed buildings to structures over 50 years old. As a result, the College has a wide variety of roofing systems, materials, designs, and conditions across its campuses. Due to the size and diversity of the College's facilities and roofing systems, establishing contracts with multiple qualified roofing service providers will provide the College with greater flexibility and responsiveness. Maintaining multiple vendors will also help ensure adequate resources are available when specialized services are required or when one contractor is unable to respond within the timeframe necessary to meet the College's needs.

Request for proposals (RFP) #26-19 was issued on August 3, 2026, to procure roof repair and waterproofing services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Seven responses were received and evaluated by a team comprised of representatives from the facilities services department who determined the proposals submitted by D7 Roofing & Metal LLC, Martin Roofing Industries, and Strategic Roofing Solutions will provide the best value to the College.

IMPACT OF THIS ACTION

Timely inspection, assessment, and repair of the College's roofing systems are essential to maintaining the condition and lifecycle of College facilities, preventing water intrusion and interior damage, and minimizing disruptions to campus operations. While the facilities services department can address minor roofing repairs in-house, larger, more complex, or specialized repairs require the expertise, equipment, and resources of qualified roofing contractors. Establishing a pool of qualified roofing service providers will provide the College with greater flexibility,

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responsiveness, and capacity to address both routine and emergency roofing needs. This approach will also allow the facilities services department to effectively prioritize and manage roofing repairs across the College, particularly during periods of increased demand following severe weather events.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for the awarded pool is \$300,000 for the initial one-year award term, to commence on or after November 2, 2026, with four one-year renewal options, and will be funded from the facilities services department's 2026-2027 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

Vendor performance and pricing are monitored throughout the contract period.

ATTACHMENTS

Attachment 1 – Tabulation

RESOURCE PERSONNEL

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RFP #26-19
Roof Repair and Waterproofing Services
Attachment 1 – Tabulation

#	Vendors	Section 1: Firm Experience	Section 2: Personnel Experience	Section 3: Project Understanding	Section 4: References	Section 5: Contract Exceptions	Section 6: Price Proposal	Total Points
	<i>Total Points</i>	<i>15</i>	<i>15</i>	<i>25</i>	<i>10</i>	<i>5</i>	<i>30</i>	<i>100</i>
1	D7 Roofing & Metal LLC	13.05	12.80	21.67	9.33	5.00	17.06	78.91
2	Martin Roofing Industries	12.40	12.50	21.67	8.33	5.00	14.02	73.92
3	Strategic Roofing Solutions	11.20	11.20	19.83	8.33	5.00	16.96	72.52
4	Texas Select Construction	11.70	11.60	20.17	8.00	5.00	14.36	70.83
5	Atlas Universal Roofing, Inc.	12.50	12.90	19.33	9.33	5.00	11.69	70.75
6	JMI Contractors, LLC	11.40	10.90	20.00	6.67	5.00	8.17	62.14
7	Prestige Building Group	7.50	7.50	14.17	-	5.00	26.23	60.40