



BOARD OF SCHOOL TRUSTEES

## KELLER INDEPENDENT SCHOOL DISTRICT

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**8G. Action**

**Date: November 19, 2009**

**SUBJECT:** **APPROVAL OF ROOFING CONSULTANT FOR DISTRICT- WIDE  
ROOF REPLACEMENT AND/OR RESTORATION PROJECT  
SERVICES**

**BOARD GOAL:** All systems in the Keller Independent School District will be effective, efficient, and accountable in support of the district's mission.

**FISCAL NOTE:** Bond Funds

**Background Information:**

- A number of existing District facilities are scheduled to be re-roofed as a part of the projects listed in the 2008 Bond.
- A number of facilities in the District were damaged during the hail storm in March of 2009. The Administration would like additional professional assistance in evaluating the extent of the damage to the roofs and determining what claim amounts need to be filed with the District's insurance provider.
- On October 30<sup>th</sup> 2009, the District received ten responses from firms that are interested in providing these roof consulting services. A committee of District Administrators met on November 3<sup>rd</sup>, 2009 to review the qualification information from the various firms and put together a short list of five firms to receive proposals from.
- The administration requested proposals for services related to providing a preventative maintenance program for all of the facility roofs in the District, as well as to provide assessment and negotiation services associated with any hail damage to roofs in the District. The design of the re-roof projects is considered professional services and was therefore not considered as a part of the proposal process. The recommendation for the design portion of the work is solely based on the qualification information that was provided.

**Administrative Considerations:**

- Departments included in the selection process were Construction, Maintenance, Risk Management, Purchasing, and Campus administration.

- After evaluating the services and qualifications proposed, the Administration is recommending contracting with Hahnfeld, Hoffer, Stanford Architects for Roof Consulting Services.
- The recommendations were reviewed by the Citizen's Bond Oversight Committee at the November 10, 2009 meeting.

**Communication Deployment:**

- Citizen's Bond Oversight Committee
- Board Meeting Minutes

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**The Administration recommends the Board of Trustees approve contracting with Hahnfeld, Hoffer, Stanford for Roof Consulting Services associated with the 2008 Bond Projects and any necessary hail and/or wind damage claims that may be required.**

Respectfully submitted,

Hudson Huff  
Director of Construction Services