

**Purchase Request #5**  
**Regular Board Meeting June 25, 2019**  
**Consideration of Approval to**  
**Contract for Roofing Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the purchase of roofing services from RoofConnect for the District.

**BACKGROUND**

RoofConnect is a leading national commercial roofing service provider that has around the clock availability to handle the timely response and quality workmanship for any District roofing leaks. RoofConnect is a new vendor to the district, but has a proven track record at Texas Tech, Texas State, Melissa ISD, Garland ISD and San Jacinto Community College, as well as many other higher education institutions in the state.

Reference number (REF) 4246 was issued to track the volume of spend for roofing services. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Vendor has a contract through the OMNIA Partners cooperative purchasing program to provide roofing services, Contract Number TX-R180902-303120, and is in compliance with the competitive procurement requirements set forth in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code.

**IMPACT OF THIS ACTION**

RoofConnect is a national commercial roofing service provider that has the availability to pull local roofing contractors that understand the timely nature and quality of work needed to be performed for the District. RoofConnect leak repair service requires specially equipped service vehicles that are always ready to be dispatched upon receipt of a call. Quick response for roof leaks is imperative to prevent building, furniture and equipment damage.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$100,000.00 which is budgeted in the District's Facility Plant Operations departments' FY 19 operating budget subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be June 5, 2019 through August 31, 2019.

**RESOURCE PERSONNEL**

Julie Bradley

Interim Chief Financial Officer

972-758-3831