



# College Station Independent School District

*Success...each life...each day...each hour*

## MEMORANDUM

To: Mike Martindale, Superintendent *MM*

From: Amy Drozd, Chief Financial Officer *AD*

Date: June 10, 2021

Subject: Consider award of a contract for roofing consulting and the naming of the architect/engineer for any resulting roofing projects

Agenda Item: K-1.

## Background

College Station ISD has need for the expertise from an architect and/or or engineer specializing in commercial roofs related to certain roofing issues and/or projects at various times of the year. The hail storm that occurred in April 2021 resulted in a number of CSISD building roofs being damaged to the point of needing repair, replacement, or both. The expertise of an engineering consultant that specializes in commercial roofs is in the best interest of the district to ensure all damage is accurately reported to the insurance company. Further, Policy CV(Legal) and Government Code 2269 requires an architect and/or engineer be contracted with for new construction projects or building modifications that exceed \$100,000 and \$50,000 respectively.

ARMKO Industries is an engineering firm with architects and building envelope consultants on staff. Building envelope comprises of the roof and exterior walls. ARMKO comes highly recommended by VLK Architects as well as many of the other architectural firms that submitted qualifications to CSISD in the fall of 2021 who listed ARMKO as one of their roofing consultants. CSISD called upon ARMKO Industries to consult with CSISD related to the temporary roof repairs required at both Southwood Valley Elementary and Oakwood Intermediate School in April, so they have established a relationship with CSISD's insurance carrier.

CSISD has the option of contracting through an architectural firm or with a roofing consultant directly. By contracting directly, fees are minimized, and we have the benefit of having direct contact with the specialist. With ARMKO Industries, there is the benefit of both architects and engineers being available.

It is recommended that CSISD enter into a master agreement with ARMKO Industries Inc, to allow them to consult with district as needed and assign them as the engineer to design and provide specifications for any resulting roofing projects.

**Amy Drozd**  
Chief Financial Officer

1812 Welsh Avenue  
College Station, TX 77840  
979-764-5400 -- www.csisd.org

**Mike Martindale**  
Superintendent of Schools



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## Recommendation

It is recommended that the College Station Independent School District Board of Trustees authorize the Superintendent to negotiate and execute an agreement with ARKO Industries, Inc for roofing consulting services and serve as the architect/engineer for any resulting roofing projects.

**Amy Drozd**  
Chief Financial Officer

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College Station, TX 77840  
979-764-5400 -- [www.csisd.org](http://www.csisd.org)

**Mike Martindale**  
*Superintendent of Schools*