

EXHIBIT

"A"

**CITY OF ROUND ROCK
AGREEMENT FOR PURCHASE OF
COMMERCIAL AND RESIDENTIAL ROOFING SERVICES
WITH
L.D. TEBBEN COMPANY**

THE STATE OF TEXAS

§

§

CITY OF ROUND ROCK

§

KNOW ALL BY THESE PRESENTS:

§

COUNTY OF WILLIAMSON

§

COUNTY OF TRAVIS

§

THAT THIS Agreement for the purchase of commercial and residential roofing services (referred to herein as the "Agreement"), is made and entered into on this the ____ day of the month of _____, 2023, by and between the CITY OF ROUND ROCK, TEXAS, a home-rule municipality whose offices are located at 221 East Main Street, Round Rock, Texas 78664 (referred to herein as the "City") and L.D. TEBBEN COMPANY, whose offices are located at 4315 Terry-O Lane, Austin, Texas 78745 (referred to herein as the "Services Provider").

RECITALS:

WHEREAS, City desires to purchase commercial and residential roofing services; and

WHEREAS, City has issued its "Request for Proposal" (RFP) for the provision of said services; and

WHEREAS, City has determined that Services Provider provides the best value to City; and

WHEREAS, the parties desire to enter into this Agreement to set forth in writing their respective rights, duties, and obligations;

NOW, THEREFORE, WITNESSETH:

That for and in consideration of the mutual promises contained herein and other good and valuable consideration, sufficiency and receipt of which are hereby acknowledged, it is mutually agreed between the parties as follows:

1.01 DEFINITIONS

A. **Agreement** means the binding legal contract between City and Services Provider whereby City is obligated to buy specified services and Services Provider is obligated to sell

same. The Agreement includes the following: (a) City's RFP designated Solicitation No. 23-031 dated May 2023; (b) Services Provider's Response to the RFP; (c) contract award; and (d) any exhibits, addenda, and/or amendments thereto. Any inconsistencies or conflicts in the contract documents shall be resolved by giving preference in the following order:

- (1) This Agreement;
- (2) Services Provider's Proposal; and
- (3) City's RFP, exhibits, and attachments.

B. **City** means the City of Round Rock, Williamson and Travis Counties, Texas.

C. **Effective Date** means the date upon which the binding signatures of both parties to this Agreement are affixed.

D. **Force Majeure** means acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind from the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, restraint of the government and the people, civil disturbances, explosions, or other causes not reasonably within the control of the party claiming such inability.

E. **Goods and services** mean the specified services, supplies, materials, commodities, or equipment.

F. **Services Provider** means L.D. Tebben Company, or any of its corporate structures, successors or assigns.

2.01 EFFECTIVE DATE AND TERM

A. This Agreement shall be effective on the date it has been signed by both parties hereto, and shall remain in full force and effect unless and until it expires by operation of the term stated herein, or until terminated or extended as provided herein.

B. The term of this Agreement is sixty (60) months from the effective date hereof. City reserves the right to review the relationship at any time, and may elect to terminate this Agreement with or without cause or may elect to continue.

3.01 CONTRACT DOCUMENTS AND EXHIBITS

City selected Services Provider to supply the services as outlined in the RFP and as set forth in the Proposal submitted by Services Provider, all as specified in Exhibit "A." The intent of these documents is to formulate an Agreement listing the responsibilities of both parties as outlined in the RFP and as offered by Services Provider in its Proposal.

The services which are the subject of this Agreement are described in Exhibit "A" and, together with this Agreement, comprise the total Agreement and they are fully a part of this Agreement as if repeated herein in full.

4.01 SCOPE OF WORK

All items in Exhibit "A" are awarded to Services Provider. For purposes of this Agreement, City has issued documents delineating the required services (specifically RFP Solicitation Number 23-031 dated May 2023). Services Provider has issued its response agreeing to provide all such required services in all specified particulars. All such referenced documents are included in Exhibit "A" attached hereto and made a part hereof for all purposes. When taken together with the appended exhibits, this Agreement shall evidence the entire understanding and agreement between the parties and shall supersede any prior proposals, correspondence or discussions.

Services Provider shall satisfactorily provide all services described under the attached exhibits within the contract term specified in Section 2.01. Services Provider's undertakings shall be limited to performing services for the City and/or advising City concerning those matters on which Services Provider has been specifically engaged. Services Provider shall perform its services in accordance with this Agreement, in accordance with the appended exhibits, in accordance with due care, and in accordance with prevailing industry standards for comparable services.

5.01 DUAL PROVIDERS OF SERVICES

The parties specifically acknowledge and agree that Services Provider shall be considered as one of two (2) providers ("dual providers") of the specified goods and services (plumbing services). Services Provider specifically further acknowledges and agrees that this Agreement is not an exclusive agreement. City may, in its sole and unfettered discretion, elect to use either of the two providers in whatever order it deems most advantageous to City's purposes. City may, in its sole and unfettered discretion, elect to use any other providers. City is not obligated to use or purchase any estimated annual quantity of goods, and no guarantee is made of any minimum or maximum purchase.

6.01 COSTS

A. Only if, as, and when needed by City, the bid costs listed on Attachment C –Cost Proposal Sheet of Exhibit "A," which are specifically relevant to the referenced bid items, shall be the basis of any charges collected by Services Provider.

B. Services Provider specifically acknowledges and agrees that City is not obligated to use any estimated annual quantity of services, and City may not expend in excess of **One Million Two Hundred Fifty Thousand and No/100 Dollars (\$1,250,000.00)** for Services Provider's services combined with the dual provider's services for the term of this Agreement.

7.01 INVOICES

All invoices shall include, at a minimum, the following information:

- A. Name and address of Services Provider;
- B. Purchase Order Number;
- C. Description and quantity of items received or services provided; and
- D. Delivery or performance dates.

8.01 INTERLOCAL COOPERATIVE CONTRACTING/PURCHASING

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 791, Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City's bid, with the consent and agreement of the successful services provider(s) and the City. Such agreement shall be conclusively inferred for the services provider from lack of exception to this clause in the services provider's response. However, all parties hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently-negotiated "piggyback" procurements.

9.01 NON-APPROPRIATION AND FISCAL FUNDING

This Agreement is a commitment of City's current revenues only. It is understood and agreed that City shall have the right to terminate this Agreement at the end of any City fiscal year if the governing body of City does not appropriate funds sufficient to purchase the services as determined by City's budget for the fiscal year in question. City may effect such termination by giving Services Provider a written notice of termination at the end of its then current fiscal year.

10.01 PROMPT PAYMENT POLICY

In accordance with Chapter 2251, V.T.C.A., Texas Government Code, payment to Services Provider will be made within thirty (30) days of the day on which City receives the performance, supplies, materials, equipment, and/or deliverables, or within thirty (30) days of the day on which the performance of services was complete, or within thirty (30) days of the day on which City receives a correct invoice for the performance and/or deliverables or services, whichever is later. Services Provider may charge interest on an overdue payment at the "rate in effect" on September 1 of the fiscal year in which the payment becomes overdue, in accordance

with V.T.C.A., Texas Government Code, Section 2251.025(b); however, this Policy does not apply to payments made by City in the event:

- A. There is a bona fide dispute between City and Services Provider, a contractor, a subcontractor or supplier about the goods delivered or the service performed that cause the payment to be late; or
- B. The terms of a federal contract, grant, regulation, or statute prevent City from making a timely payment with federal funds; or
- C. There is a bona fide dispute between Services Provider and a subcontractor or between a subcontractor and its supplier about the goods delivered or the service performed that causes the payment to be late; or
- D. Invoices are not mailed to City in strict accordance with instructions, if any, on the purchase order or the Agreement or other such contractual agreement.

11.01 GRATUITIES AND BRIBES

City may, by written notice to Services Provider, cancel this Agreement without liability to Services Provider if it is determined by City that gratuities or bribes in the form of entertainment, gifts, or otherwise were offered or given by Services Provider or its agents or representatives to any City officer, employee or elected representative with respect to the performance of this Agreement. In addition, Services Provider may be subject to penalties stated in Title 8 of the Texas Penal Code.

12.01 TAXES

City is exempt from Federal Excise and State Sales Tax; therefore, tax shall not be included in Services Provider's charges.

13.01 ORDERS PLACED WITH ALTERNATE SERVICES PROVIDERS

If Services Provider cannot provide the goods as specified, City reserves the right and option to obtain the products or services from another supplier or suppliers.

14.01 INSURANCE

Services Provider shall meet all requirements as stated in the attached RFP and as set forth at:

http://www.roundrocktexas.gov/wp-content/uploads/2014/12/corr_insurance_07.20112.pdf.

15.01 CITY'S REPRESENTATIVE

City hereby designates the following representatives authorized to act in its behalf with regard to this Agreement:

Eric Dady, Facilities Manager
General Services Department
212 Commerce Boulevard
Round Rock, Texas 78664
(512) 218-5472
edady@roundrocktexas.gov

16.01 RIGHT TO ASSURANCE

Whenever either party to this Agreement, in good faith, has reason to question the other party's intent to perform hereunder, then demand may be made to the other party for written assurance of the intent to perform. In the event that no written assurance is given within the reasonable time specified when demand is made, then and in that event the demanding party may treat such failure as an anticipatory repudiation of this Agreement.

17.01 DEFAULT

If Services Provider abandons or defaults under this Agreement and is a cause of City purchasing the specified goods elsewhere, Services Provider agrees that it may be charged the difference in cost, if any, and that it will not be considered in the re-advertisement of the service and that it may not be considered in future bids for the same type of work unless the scope of work is significantly changed.

Services Provider shall be declared in default of this Agreement if it does any of the following:

- A. Fails to make any payment in full when due;
- B. Fails to fully, timely and faithfully perform any of its material obligations under this Agreement;
- C. Fails to provide adequate assurance of performance under the "Right to Assurance" section herein; or
- D. Becomes insolvent or seeks relief under the bankruptcy laws of the United States.

18.01 TERMINATION AND SUSPENSION

A. City has the right to terminate this Agreement, in whole or in part, for convenience and without cause, at any time upon thirty (30) days' written notice to Services Provider.

B. In the event of any default by Services Provider, City has the right to terminate this Agreement for cause, upon ten (10) days' written notice to Services Provider.

C. Services Provider has the right to terminate this Agreement only for cause, that being in the event of a material and substantial breach by City or by mutual agreement to terminate evidenced in writing by and between the parties.

D. In the event City terminates under subsections (A) or (B) of this section, the following shall apply: Upon City's delivery of the referenced notice to Services Provider, Services Provider shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. Within thirty (30) days after such notice of termination, Services Provider shall submit a statement showing in detail the goods and/or services satisfactorily performed under this Agreement to the date of termination. City shall then pay Services Provider that portion of the charges, if undisputed. The parties agree that Services Provider is not entitled to compensation for services it would have performed under the remaining term of the Agreement except as provided herein.

19.01 INDEMNIFICATION

Services Provider shall defend (at the option of City), indemnify, and hold City, its successors, assigns, officers, employees and elected officials harmless from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, and any and all other costs or fees arising out of, or incident to, concerning or resulting from the fault of Services Provider, or Services Provider's agents, employees or subcontractors, in the performance of Services Provider's obligations under this Agreement, no matter how, or to whom, such loss may occur. Nothing herein shall be deemed to limit the rights of City or Services Provider (including, but not limited to the right to seek contribution) against any third party who may be liable for an indemnified claim.

20.01 COMPLIANCE WITH LAWS, CHARTER, AND ORDINANCES

A. Services Provider, its agents, employees and subcontractors shall use best efforts to comply with all applicable federal and state laws, the Charter and Ordinances of the City of Round Rock, as amended, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies.

B. In accordance with Chapter 2271, Texas Government Code, a governmental entity may not enter into a contract with a company for goods and services unless the contract contains

a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. The signatory executing this Agreement on behalf of Services Provider verifies Services Provider does not boycott Israel and will not boycott Israel during the term of this Agreement.

C. In accordance with Chapter 2274, Texas Government Code, a governmental entity may not enter into a contract with a company with at least ten (10) full-time employees for a value of at least One Hundred Thousand and No/100 Dollars (\$100,000.00) unless the contract has a provision verifying that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. The signatory executing this Agreement on behalf of Services Provider verifies Services Provider does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and it will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.

D. In accordance with Chapter 2274, Texas Government Code, a governmental entity may not enter into a contract with a company with at least ten (10) full-time employees for a value of at least One Hundred Thousand and No/100 Dollars (\$100,000.00) unless the contract has a provision verifying that it: (1) does not boycott energy companies; and (2) will not boycott energy companies during the term of this Agreement. The signatory executing this Agreement on behalf of Services Provider verifies Services Provider does not boycott energy companies, and it will not boycott energy companies during the term of this Agreement.

21.01 ASSIGNMENT AND DELEGATION

The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this Agreement. Neither party shall assign, sublet or transfer any interest in this Agreement without prior written authorization of the other party.

22.01 NOTICES

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

1. When delivered personally to the recipient's address as stated in this Agreement;
or
2. Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this Agreement.

Notice to Services Provider:

L.D. Tebben Company
4315 Terry-O Lane
Austin, TX 78745

Notice to City:

City Manager
221 East Main Street
Round Rock, TX 78664

AND TO: Stephanie L. Sandre, City Attorney
309 East Main Street
Round Rock, TX 78664

Nothing contained herein shall be construed to restrict the transmission of routine communications between representatives of City and Services Provider.

23.01 APPLICABLE LAW, ENFORCEMENT, AND VENUE

This Agreement shall be enforceable in Round Rock, Texas, and if legal action is necessary by either party with respect to the enforcement of any or all of the terms or conditions herein, exclusive venue for same shall lie in Williamson County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

24.01 EXCLUSIVE AGREEMENT

This document, and all appended documents, constitutes the entire Agreement between Services Provider and City. This Agreement may only be amended or supplemented by mutual agreement of the parties hereto in writing, duly authorized by action of the City Manager or City Council.

25.01 DISPUTE RESOLUTION

City and Services Provider hereby expressly agree that no claims or disputes between the parties arising out of or relating to this Agreement or a breach thereof shall be decided by any arbitration proceeding, including without limitation, any proceeding under the Federal Arbitration Act (9 USC Section 1-14) or any applicable state arbitration statute.

26.01 SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the

stricken provision. The provisions of this section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

27.01 MISCELLANEOUS PROVISIONS

Standard of Care. Services Provider represents that it employs trained, experienced and competent persons to perform all of the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted industry practices.

Time is of the Essence. Services Provider understands and agrees that time is of the essence and that any failure of Services Provider to fulfill obligations for each portion of this Agreement within the agreed timeframes will constitute a material breach of this Agreement. Services Provider shall be fully responsible for its delays or for failures to use best efforts in accordance with the terms of this Agreement. Where damage is caused to City due to Services Provider's failure to perform in these circumstances, City may pursue any remedy available without waiver of any of City's additional legal rights or remedies.

Force Majeure. Neither City nor Services Provider shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reasons for which it is not responsible as defined herein. However, notice of such impediment or delay in performance must be timely given, and all reasonable efforts undertaken to mitigate its effects.

Multiple Counterparts. This Agreement may be executed in multiple counterparts, any one of which shall be considered an original of this document; and all of which, when taken together, shall constitute one and the same instrument.

[Signatures on the following page.]

IN WITNESS WHEREOF, City and Services Provider have executed this Agreement on the dates indicated.

City of Round Rock, Texas

By: _____
Printed Name: _____
Title: _____
Date Signed: _____

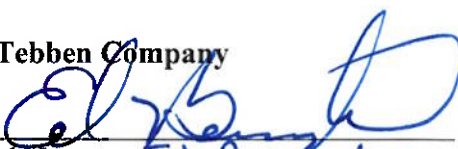
Attest:

By: _____
Meagan Spinks, City Clerk

For City, Approved as to Form:

By: _____
Stephanie L. Sandre, City Attorney

L.D. Tebben Company

By:  _____
Printed Name: Ed Bennington
Title: President
Date Signed: 10/3/23



City of Round Rock, Texas
Purchasing Division
221 East Main Street
Round Rock, Texas 78664-5299
www.roundrocktexas.gov

REQUEST FOR PROPOSAL (RFP)

**COMMERCIAL AND RESIDENTIAL ROOFING
SERVICES**

SOLICITATION NUMBER 23-031

MAY 2023

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
RFP No. 23-031
Commodity Code: 910-66 / 914-73
May 2023

COMMERCIAL AND RESIDENTIAL ROOFING SERVICES PART I GENERAL REQUIREMENTS

1. **PURPOSE AND BACKGROUND:** The City of Round Rock, hereinafter referred to as "the City," is seeking proposals from qualified firms to provide on-site roofing services for various City-owned or occupied buildings on an as-needed basis. The City intends to award one primary contract and one secondary contract based on the best value for the City. The anticipated total contract award will not exceed \$220,000 per year.

The City of Round Rock owns and maintains approximately 1,000,000 square feet of property and occupies approximately 52 facilities, including commercial and residential structures. These facilities include but are not limited to office buildings, fire stations, parks facilities, police facilities, and parking garages.

The selected firm(s) will be responsible for providing professional roofing services on an as-needed basis for City-owned or occupied buildings. The services may include but are not limited to roof inspections, repairs, replacements, and maintenance. The selected firm(s) must have experience in working with various types of roofing materials and be knowledgeable of industry best practices and standards.

2. **SOLICITATION PACKET:** This solicitation packet is comprised of the following:

Description	Index
Part I – General Requirements	Page(s) 2-4
Part II – Definitions, Standard Terms and Conditions, and Insurance Requirements	Page 5
Part III – Supplemental Terms and Conditions	Page(s) 6-8
Part IV – Scope of Work	Page(s) 9-10
Part V – Proposal Preparation Instructions and Evaluation Factors	Page(s) 11-13
Attachment A – Reference Sheet	Separate Attachment
Attachment B – Prevailing Wage Rate	Separate Attachment
Attachment C – Cost Proposal Sheet	Separate Attachment

3. **SCHEDULE OF EVENTS:** It is the City's intention to follow the solicitation timeline below.

EVENT	DATE
Solicitation released	May 24, 2023
Deadline for submission of questions	June 9, 2023 @ 5:00 PM, CST
City responses to questions or addendums	Approximately June 14, 2023 @ 5:00 PM, CST
Deadline for submission of responses	June 21, 2023 @ 3:00 PM, CST

All questions regarding the solicitation shall be submitted through Bonfire in writing by 5:00 PM CST on the due date noted above. A copy of all questions submitted and the City's response to the questions shall be posted on the City's webpage in the form of an addendum at:

<https://roundrocktexas.bonfirehub.com>

The City reserves the right to modify these dates. Notice of date change will be posted to the City's website:

<https://roundrocktexas.bonfirehub.com>

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
RFP No. 23-031
Commodity Code: 910-66 / 914-73
May 2023

4. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <https://roundrocktexas.bonfirehub.com> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancellations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.
5. **RESPONSE DUE DATE:** Appropriately submitted responses are due at or before 3:00 PM, on the due date noted in PART I, Section 3 – Schedule of Events. The Offeror shall respond via the City's electronic bidding platform, Bonfire: <https://roundrocktexas.bonfirehub.com>
 - A. This request for proposal (RFP) does not commit the City to contract for any supply or service.
 - B. No paper or submittals outside of Bonfire will be accepted by the City.
 - C. Responses cannot be altered or amended after digital opening.
 - D. No response can be withdrawn after opening without written approval from the City for an acceptable reason.
 - E. The City will not be bound by any oral statement or offer made contrary to the written specifications.
 - F. Samples and/or copies shall be provided at the Respondent's expense and shall become the property of the City.
 - G. Late responses will not be considered.
6. **CERTIFICATE OF INTERESTED PARTIES:** Section 2252.908 of the Texas Government Code requires the successful offeror to complete a Form 1295 "Certificate of Interested Parties" that is signed for a contract award requiring council authorization. The "Certificate of Interested Parties" form must be completed on the Texas Ethics Commission website, printed, signed, and submitted to the City by the authorized agent of the Business Entity with acknowledgment that disclosure is made under oath and under penalty of perjury prior to final contract execution. Link to Texas Ethics Commission Webpage: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
7. **EX PARTE COMMUNICATION:** Please note that to insure the proper and fair evaluation of an offer, the City of Round Rock prohibits ex parte communication (e.g., unsolicited) initiated by the Offeror to the City Official, Employee, City Consultant, or Evaluation Team member evaluating or considering the offers prior to the time an award decision has been confirmed. Communication between an Offeror and the City will be initiated by the appropriate City Official or Employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the offer. Ex parte communication may be grounds for disqualifying the offending Offeror from consideration of award in evaluation or any future bid.
8. **OPPORTUNITY TO PROTEST:** The Purchasing Manager for the City of Round Rock ("City"), in consultation with the City Attorney, shall have the authority to settle or resolve any dispute concerning the solicitation or award of a contract. The Purchasing Manager may solicit written responses to the protest from other interested parties. The aggrieved person must prepare his or her complaint in writing and send it by electronic mail to the City's Purchasing Department at protest@roundrocktexas.gov.

In the event of a timely protest, the City shall not proceed further with the solicitation or award of a contract unless it is determined that the award must take place without delay, to protect the best interests of the City. The procedures for notifying the City of an alleged deficiency or filing a protest are listed below. If you fail to comply with any of these requirements, the Purchasing Office may dismiss your complaint or protest.

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
RFP No. 23-031
Commodity Code: 910-66 / 914-73
May 2023

- A. **Prior to Offer Due Date:** If you are a prospective offeror for the award of a contract ("Offeror") and you become aware of the facts regarding what you believe is a deficiency in the solicitation process before the due date for receipt of offers in response to a solicitation ("Offers"), you must notify the City in writing of the alleged deficiency before that date, giving the City an opportunity to resolve the situation prior to the Offer due date.
- B. **After Offer Due Date:** If you submit an Offer to the City and you believe that there has been a deficiency in the solicitation process or the award, you have the opportunity to protest the solicitation process, or the recommended award as follows:
- i. You must file a written notice of your intent to protest within four (4) working days of the date that you know or should have known of the facts relating to the protest. If you do not file a written notice of intent within this time, you have waived all rights to protest the solicitation process or the award.
 - ii. You must file your formal written protest within ten (10) working days of the date that you know or should have known of the facts relating to the protest unless you know of the facts before the Offer has been closed. If you know of the facts before those dates, you must notify the City as stated in section (A) above.
 - iii. You must submit your protest in writing and must include the following information:
 - a. your name, address, telephone number, and email address.
 - b. the solicitation number.
 - c. a specific identification of the statutory or regulatory provision that you are alleging has been violated.
 - d. a detailed statement of the factual grounds for your protest, including copies of any relevant documents.
 - e. a statement of any issues of law or fact that you contend must be resolved; and
 - f. a statement of the argument and authority that you offer in support of your protest.
 - iv. Your protest must be concise and presented logically and factually to help with the City's review.
- C. **Receipt of Timely Protest:** When the City receives a timely and complete written protest, the Purchasing Manager, with assistance from the City Attorney, shall make one of the following determinations:
- i. Determine that a violation of rules and statutes has occurred prior to the award of the contract and inform you and other interested parties of the determination. The City will prepare updated solicitation documents and will re-solicit.
 - ii. Determine that no violation of rules or statutes has occurred and inform you and other interested parties of the decision by letter. The reasons for the determination will be presented in the letter.
 - iii. Determine that a violation of rules and statutes has occurred after the award of the contract and inform you and other interested parties of the determination. However, the awarded contract will not be canceled. As needed, corrective actions may be taken with purchasing or any other pertinent City staff.
 - iv. A determination will usually be made within fifteen (15) business days after receipt of the formal protest.
 - v. **Any written decisions by the Purchasing Manager shall be the final administrative action for the City.**

All documentation pertaining to a protest will be kept on file at the City and are subject to open records requests.

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City of Round Rock
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May 2023

PART II DEFINITIONS, STANDARD TERMS AND CONDITIONS, AND INSURANCE REQUIREMENTS

1. **DEFINITIONS, STANDARD TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Respondent agrees that the City's Definitions and Standard Terms and Conditions, in effect at the time of release of the solicitation, shall govern unless specifically provided otherwise in a separate agreement or on the face of a purchase order. These can be obtained from the City's website at: <https://www.roundrocktexas.gov/city-departments/purchasing/>. In addition, the Supplemental Terms and Conditions listed in Section III, shall also be enforced as part of the contract.
2. **INSURANCE:** The Respondent shall meet or exceed all insurance requirements set forth in Standard Insurance Requirements. The City's Standard Insurance Requirements document can be viewed and downloaded from the City's website at: <https://www.roundrocktexas.gov/city-departments/purchasing/>

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May 2023

PART III SUPPLEMENTAL TERMS AND CONDITIONS

1. **AGREEMENT TERM:** The terms of the awarded agreement shall include but not be limited to the following:
 - A. The term of the Agreement shall begin from date of award and shall remain in full force for sixty (60) months.
 - B. Upon expiration of the contract term, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period as is reasonably necessary to re-solicit and/or complete the project up to 120 days.
2. **RESPONDENT QUALIFICATIONS:** The City has established the following minimum qualifications. Respondents who do not meet the minimum qualifications will not be considered for award. The Respondent shall:
 - A. Be firms, corporations, individuals, or partnerships normally engaged in providing commercial and residential roofing services as specified herein and have adequate organization, facilities, equipment, financial capability, and personnel to ensure prompt and efficient service to the City.
 - B. In order to confirm financial stability, the City may choose to review audited financial statements at any time throughout the RFP evaluation process. Upon request, the Respondent shall provide two years audited financial statements, including any notes or supplemental schedules within 2 business days of the original request.
 - C. The Respondent shall include in the proposal a list of all litigation the company or its principals have been involved in within the last three (3) years.
 - D. Be domiciled in or have a home office inside the United States. Respondents domiciled outside the United States, or not having a home office inside the United States will not be included for consideration in this RFP process.
 - E. Maintain a roofer's license and provide current Roofers License with submittal.
 - F. The Roofer shall have at least five (5) years' experience in commercial and residential roofing systems and possess all the necessary tools required to complete projects specified by the City.
3. **SUBCONTRACTORS:** Respondent shall not subcontract or otherwise engage subcontractors to perform required services.
4. **PREVAILING WAGE:** Pursuant to Chapter 2258 of the Texas Government Code, a worker employed on a public work project by a city must be paid: (1) not less than the general prevailing wage rate of per diem wages for work of a similar character in the locality in which the work is performed; and (2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work. In accordance with Chapter 2258.022, the City adopted through Resolution No. R-2016-3760 the wage rates set forth by the Texas Workforce Commission for the Austin-Round Rock Area as the general prevailing wage rate for the City's public works contracts. A contractor or subcontractor who is awarded a contract by the City shall pay not less than the rates set forth in Attachment B and comply with all applicable sections of Chapter 2258.

Attachment B – Prevailing Rates are posted in Solicitation Documents for RFP 23-031 COMMERCIAL AND RESIDENTIAL ROOFING SERVICES on the City of Round Rock Bonfire website at:
<https://roundrocktexas.bonfirehub.com>
5. **SAFETY:** The City reserves the right to remove any employee from City property for violation of federal, state, and local health, safety and environmental laws, ordinances, rules, and regulations. The Respondent shall:
 - A. Ensure that all employees comply with all Occupational Safety and Health Administration (OSHA), State and City safety and occupational health standards and other applicable federal, state, and local health, safety, and environmental laws ordinances, rules, and regulations in the performance of these services.

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
RFP No. 23-031
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May 2023

- B. Be held responsible for the safety of their employees and unsafe acts or conditions that may cause injury or damage to any person or property within and around the work site. In case of conflict, the most stringent safety requirement shall govern.
- C. Indemnify and hold the City harmless from and against all claims, demands, suits, actions, judgments, fines penalties and liability of every kind arising from the breach of the Contractor's obligations under this paragraph.

6. **WORKFORCE:** Successful Respondent shall:

- A. Ensure Respondent's employees perform the services in a timely, professional, and efficient manner.
- B. Ensure Respondent's employees, while working on City property, wear a company uniform that clearly identifies them as the Respondent's employee.
- C. Employ all personnel for work in accordance with the requirements set forth by the United States Department of Labor. The City reserves the right to verify citizenship or right to work in the United States.

7. **PRICING:** The Respondent shall determine and submit a fixed cost for the work and shall include all incidental costs, labor, overhead charges, travel, payroll expenses, freight, equipment acquisition and maintenance, demurrage, fuel surcharges, delivery charges, costs associated with obtaining permits, insurance, bonds, and risk management. No separate line-item charges shall be permitted for either response or invoice purposes.

Prices for materials will be on a cost-plus basis. The percentage (%) markup shall not be greater than 10%. Invoices for work performed shall require a copy of a supplies receipt to be included. Failure to provide the contracted cost-plus percentage (%) on an invoice may result in payment at cost.

8. **PRICE INCREASE:** Contract prices for commercial and residential roofing services shall remain firm throughout the initial twelve (12) month term of the contract. A price increase to the agreement may be considered on the anniversary date of the Contract each year and shall be equal to the consumer price index for that year, but at no time can the increase be greater than 10% for any single line item unless otherwise approved by the City.

- A. **Consumer Price Index (CPI):** Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for all Urban Consumers. The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average (January through June OR July through December), and each (January through June OR July through December six month average) thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed. The Consumer Price Index (CPI) is found at the Bureau of Labor Statistics, Consumer Price Index website: <http://www.bls.gov/cpi>

B. **Procedure to Request Increase:**

- i. Email the written price increase request to purchasing@roundrocktexas.gov with the rate detail comparison, a comprehensive calculation, and any supporting documentation to the designated City Contract Specialist a minimum of 45 days prior to the annual Contract anniversary date. The detailed written calculation will be verified and confirmed. All written requests for increases must include the City of Round Rock contract number, solicitation reference information and contact information for the authorized representative requesting the increase.
- ii. Upon receipt of the request, the City reserves the right to either accept the escalation and make change to the purchase order within 30 days of the request or negotiate with the Vendor or cancel the agreement or purchase order if an agreement cannot be reached on the value of the increase.

9. **ACCEPTANCE/INSPECTION:** Acceptance/Inspection should not take more than five (5) working days. The Contractor will be notified within the time frame if the services delivered are not in full compliance with the specifications. In the event the services are not performed to the satisfaction of the City the Contractor shall agree to reperform services to specification at no additional cost to the City. If any agreement or purchase order is cancelled for non-acceptance, the needed services may be purchased elsewhere.

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
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10. **PERFORMANCE REVIEW:** The City reserves the right to review the awarded Contractor's performance anytime during the contract term.
11. **ORDER QUANTITY:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services/goods needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.
12. **AWARD:** The City reserves the right to enter into an Agreement or a Purchase Order with a single award, split award, primary and secondary award, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Respondents to the solicitation will be notified when City staff recommendation of award has been made. The award announcement will be posted to the City's website at <https://roundrocktexas.bonfirehub.com> once City Council has approved the recommendation of award and the agreement has been executed.
13. **POINT OF CONTACT / DESIGNATED REPRESENTATIVE:**
 - A. **Contractor's point of contact:** In order to maintain consistent standards of quality work performed across the City, the City shall be provided with a designated and identified point of contact upon award of the contract to include contact information. The City's designated representative shall be notified by the Respondent immediately should the point of contact change.
 - B. **The City's designated representative:** The City's designated representative shall be:
Eric Dady
Facility Maintenance Manger
General Services
Phone: 512-218-6682
E-mail: edady@roundrocktexas.gov
 - C. **Do not contact the individual listed above with questions or comments during the course of the solicitation.**

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
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PART IV SCOPE OF WORK

1. **PURPOSE AND BACKGROUND:** The City of Round Rock owns and maintains approximately 1,000,000 square feet of property and occupies approximately 52 facilities, including commercial and residential structures. These facilities include but are not limited to office buildings, fire stations, parks facilities, police facilities, and parking garages.

The selected firm(s) will be responsible for providing professional roofing services on an as-needed basis for City-owned or occupied buildings. The services may include but are not limited to roof inspections, repairs, replacements, and maintenance. The selected firm(s) must have experience in working with various types of roofing materials and be knowledgeable of industry best practices and standards.
2. **MATERIAL AND SERVICE REQUIREMENTS:** The Contractor shall-
 - A. Use high-quality roofing materials that are durable, weather-resistant, and suitable for specific buildings and their locations.
 - B. All materials must be new, meet industry standards, and be approved by the City before use.
 - C. Provide all necessary materials, tools, equipment, and supplies for the roofing services, including but not limited to roofing membranes, insulation, fasteners, adhesives, and safety equipment.
 - D. Ensure that all materials are stored and transported in a safe and secure manner, and that they comply with all applicable laws and regulations.
 - E. Perform annual inspections of the roofs to identify any existing or potential issues.
 - F. Repair or replace damaged or worn roofing materials as necessary.
3. **WORKMANSHIP AND WARRANTY:**
 - A. The Contractor is expected to perform only first-class work and provide high-quality materials in accordance with project specifications and applicable code requirements.
 - B. At the conclusion of each project, the Contractor must demonstrate to the City's designated representative that the work is fully operational and compliant with contract specifications and codes.
 - C. Any unsatisfactory work or materials discovered must be promptly and permanently corrected at the Contractor's sole expense prior to final acceptance of work upon notification by the authorized City representative.
 - D. The Contractor is responsible for keeping the adjacent areas of the work site free from rubbish and waste materials and properly disposing of all rubbish and waste materials in compliance with applicable federal, state, and local health, safety, and environmental laws, ordinances, rules, and regulations.
 - E. The minimum warranty requirements for the scope of work include a two-year warranty period for labor and a ten-year warranty period for roofing materials provided by the Contractor, and repair or replacement of any defective work, materials, or equipment at no additional cost to the City. The warranty claim process requires the City to promptly notify the Contractor of any defects covered by the warranty, and the Contractor to promptly respond and take necessary action to correct the defects covered by the warranty.
4. **DESIGNATED POINT OF CONTACT:** The Designated Point of Contact is a crucial component of the agreement, as it ensures consistent quality work is performed throughout the City.
 - A. The Contractor shall provide the City with a designated and identified crew leader/point of contact (POC), including their name and telephone number.
 - B. The contact person shall remain the same throughout the term of the contract, or upon termination of the contact person, unless internal personnel changes necessitate a change. In such cases, the Contractor shall notify the City's designated representative immediately of the change.
 - C. Substitutions of key personnel are not permitted without written notification from the authorized City's designated representative within 14 business days.

Exhibit "A"

City of Round Rock
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- D. The Contractor shall identify the contact person in the solicitation response and provide the City with a secondary POC if the primary POC is unavailable. This ensures that the City always has a point of contact available to address any concerns or issues that may arise during the course of the agreement.

5. **CONTRACTOR RESPONSIBILITIES:** The Contractor shall-

- A. Be responsible for visiting and inspecting the locations before submitting a proposal. Any claims of not being aware or informed of the job assignment's requirements and specifications will not be accepted as a basis for varying the price or conditions. By submitting the proposal, the Contractor confirms that they have familiarized themselves with the work's nature, extent, and any local conditions that may affect the scope of the work, equipment, materials, and labor required. The City's designated representative must be contacted to schedule the inspection.
- B. Be skilled and qualified to perform the services as requested.
- C. Be familiar with and have a working knowledge of all tools and equipment applicable to the roofing trade and have extensive knowledge of building materials.
- D. The Roofer shall have at least five (5) years' experience in commercial and residential roofing systems and possess all the necessary tools required to complete projects specified by the City.

6. **CITY RESPONSIBILITIES:** The City will-

- A. Provide the Contractor with a complete and accurate project overview with the request for estimate.
- B. Coordinate scheduling with the Contractor.
- C. Ensure the work area is reasonably free of safety hazards.
- D. Provide access to locations where services are required.
- E. Provide local vehicle parking and access to the work areas. If suitable parking cannot be furnished by the City, the Contractor shall arrange for off-site parking and transportation to/from the work site.
- F. Provide reasonable access to power and water utilities as needed to complete the project.
- G. Inspect work performed to ensure compliance with the scope of work.
- H. Review all invoices to ensure accuracy.

Exhibit "A"

City of Round Rock
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PART V PROPOSAL PREPARATION INSTRUCTIONS AND EVALUATION FACTORS

1. **PROPOSAL ACCEPTANCE PERIOD:** All proposals are valid for a period of one hundred and twenty (120) calendar days subsequent to the RFP closing date unless a longer acceptance period is offered in the proposal.
2. **PROPOSAL RESPONSE:** Responses shall be clear and concise while appropriately responding to the evaluation criteria listed below in Section 3. In order to do business with the City of Round Rock you must be registered with the City's Vendor Database. To register, go to:
<https://roundrocktxvendors.munisselfservice.com/Vendors/default.aspx>

Proposal Submittal Instructions: The Respondent shall include all of the following documents in their response-

- ☐ Company Information- which gives in brief, concise terms, a summation of the proposal. Include the following-
 - Business Organization:** State full name and address of your organization and identify parent company if you are a subsidiary. Specify the branch office or other subordinate element which will perform, or assist in performing, work herein. Indicate whether you operate as a partnership, corporation, or individual. Include the State in which incorporated or licensed to operate.
 - Project Management Structure:** Provide a general explanation and chart which specifies project leadership and reporting responsibilities; and interface the team with City project management and team personnel. If use of subcontractors is proposed, identify their placement in the primary management structure, and provide internal management description for each subcontractor.
 - Authorized Negotiator:** Include the name, email address, and telephone number of the person(s) in your organization authorized to negotiate Contract terms and render binding decisions on Contract matters.
- ☐ A statement of your compliance with all applicable rules and regulations of Federal, State, and Local governing entities.
- ☐ The Roofer shall have at least five (5) years' experience in commercial and residential roofing systems and possess all the necessary tools required to complete projects specified by the City.
- ☐ A current copy of Roofers License.
- ☐ Include in the proposal a list of all litigation the company or its principals have been involved in within the last three (3) years.
- ☐ List of Exceptions (if any)- Be advised that exceptions to any portion of the Solicitation may jeopardize acceptance of the Proposal by the City. Exceptions to this solicitation if any, shall be submitted on a separate sheet labeled "Exceptions" with the Respondent's proposal.
- ☐ Segment requirements listed below.
- ☐ Attachment A- Reference Sheet
- ☐ Attachment C- Cost Proposal Sheet
- ☐ Acknowledged Addenda (if applicable)

3. **EVALUATION CRITERIA:**

A. **Segment 1 – Respondents Program and Portfolio (35 pts):**

Define in detail your understanding of the requirement presented in the Scope of Work of this request for proposal and your system solution. Describe your preferred methodology for executing a roofing project, outlining the steps involved in installation, repair, or replacement. Explain how you ensure quality control and adherence to industry standards. Specify the types of roofing materials and products you recommend for common roofs. Detail their quality, durability, energy efficiency, and compliance with relevant standards or certifications. **Specifically include a portfolio of completed projects that are relevant to the provided scope of work.**

Exhibit "A"

City of Round Rock
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B. Segment 2 – Company Work Experience and Personnel (35 pts):

- i. **Prior Experience:** State the number of years the Respondent company has been providing the services requested in the solicitation. Describe only relevant municipal, corporate, and individual experience for the company and personnel who will be actively engaged in the project. Do not include corporate experience unless personnel assigned to this project actively participated. Do not include experience prior to 2014. Supply the project title, year, and reference name, title, present address, and phone number of principal persons for whom prior projects were accomplished.
- ii. **Personnel:** Include names, qualifications, and resumes of all personnel who will be assigned to the account. State the primary work assigned to each person and the percentage of time each person will devote to this work. Identify key people by name and job title.

C. Segment 3 – Additional Services and Cost Proposal (30 pts):

- i. The City will evaluate Section I of Attachment C- Cost Proposal Sheet for the full cost proposal points allocation.
- ii. Separately include any additional services or personnel not listed on **Attachment C- Cost Proposal Sheet** and the rates associated. This will not be evaluated but will become part of the resulting Contract.

4. EVALUATION CRITERIA: The intent of the City is to award to multiple Respondents in accordance with the evaluation criteria below. The purpose of this evaluation criteria is to determine which proposals best meet the requirements and provide the best overall value to the City.

A. Evaluation Criteria:

• Respondent's Program and Portfolio (Segment 1)	35 pts
• Company Work Experience and Personnel (Segment 2)	35 pts
• <u>Cost Proposal (Segment 3)</u>	<u>30 pts</u>

Maximum Weight:	100 pts
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- B.** An evaluation committee will be established to evaluate the proposal. The committee will include employees of the City and may include other impartial individuals who are not City employees. The evaluation committee will determine if discussions and/or Best and Final Offers (BAFO) are necessary. Award of a contract may be made without discussions or BAFO, if in the best interest of the City. The evaluation committee may determine that discussions are necessary to clarify or verify a written proposal response. The City may, at its discretion, elect to have respondents provide oral presentations of their proposal. The City reserves the right to rescore an offer based on provided demonstrations. A request for a BAFO is at the sole discretion of the City and will be requested in writing. The evaluation committee will evaluate the finalists and make a recommendation for award.
- C.** The City reserves the right to reject any or all proposals submitted, or to award to the respondent who in the City's opinion, offers the best value to the City. The City also reserves the right to cancel the RFP process and pursue alternate methods for providing the requirements.
- D.** The City reserves the right to conduct studies and other investigations as necessary to evaluate any proposal.
- E.** The City reserves the right to waive any minor technicality, irregularities, or informalities noted in the submission process. Submission of proposal confers no legal rights upon any Respondent.
- F.** The City reserves the right to request further documentation or information and to discuss proposal response with any Respondent in order to answer questions or to clarify any aspects of the proposal.
- G.** The City may develop a "short list" of qualified proposal and may determine that the Respondent(s) should submit a Best and Final Offer (BAFO). Each "short listed" Respondent will be given a reasonable opportunity for discussion and revision of their proposal.

Exhibit "A"

City of Round Rock
Commercial and Residential Roofing Services
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May 2023

5. AGREEMENT NEGOTIATIONS AND AWARD PROCESS:

- A. A proposal presented in response to this RFP is subject to negotiation concerning any issues deemed relevant by the City. The City reserves the right to negotiate any issue with any party. Any unsolicited communication by the Respondent to a City official, undesignated employee, or an evaluation team member evaluating or considering the offers may be grounds for disqualifying the offending Offeror from consideration of award.
- B. Submission of proposal indicates the Respondent's acceptance of the evaluation process and recognition that the City may make subjective judgments in evaluating the proposal to determine the best value for the City.
- C. If negotiations are successful, the City and Respondent may enter into an agreement. If negotiations are unsuccessful, the City may formally end negotiations with that Respondent.
- D. The City also reserves the right to reject any or all submittals, or to accept any submittal deemed most advantageous, or to waive any irregularities or informalities in the submittal received.
- E. An independent signed authorized Contract will be sent to the successful Respondent(s). Execution of a City of Round Rock contract is required prior to starting work and processing any payments to the Contractor.

6. POST AWARD MEETING: The City and the Respondent may schedule a post award meeting to discuss, but not be limited to the following:

- A. The method to provide a smooth and orderly transition of services performed from the current Contractor.
- B. Provide City contact(s) information for implementation of the Agreement.
- C. Identify specific milestones, goals, and strategies to meet objectives.

Exhibit "A"

ATTACHMENT A REFERENCE SHEET

PLEASE COMPLETE AND RETURN THIS FORM WITH THE SOLICITATION RESPONSE

SOLICITATION NUMBER: RFP NO. 23-031

RESPONDENT'S NAME: Patuxent Roofing & Contracting, LLC dba LD Tebben **DATE:** 06/20/2023

Provide the name, address, telephone number and **E-MAIL** of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.

- | | | |
|----|-----------------------|----------------------------------|
| 1. | Company's Name | Round Rock ISD |
| | Name of Contact | Frank Morris |
| | Title of Contact | Coordinator of Special Events |
| | E-Mail Address | frank_morris@roundrockisd.org |
| | Present Address | 16255 Great Oaks Drive |
| | City, State, Zip Code | Round Rock, TX 78681 |
| | Telephone Number | (512) 517-2437 Fax Number: () |
| | | |
| 2. | Company's Name | Austin ISD |
| | Name of Contact | Bob Ross |
| | Title of Contact | Construction Project Manager |
| | E-Mail Address | robert.ross@aisd.org |
| | Present Address | 4000 S IH 35 |
| | City, State, Zip Code | Austin, TX 78704 |
| | Telephone Number | (512) 962-2010 Fax Number: () |
| | | |
| 3. | Company's Name | Port of San Antonio |
| | Name of Contact | Daphne Sheppard |
| | Title of Contact | Project Manager |
| | E-Mail Address | daphne.shepard@portsanantonio.us |
| | Present Address | 907 Billy Mitchell Blvd |
| | City, State, Zip Code | San Antonio, TX 78266 |
| | Telephone Number | (210) 362-7884 Fax Number: () |

FAILURE TO PROVIDE THE REQUIRED INFORMATION WITH THE SOLICITATION RESPONSE MAY AUTOMATICALLY DISQUALIFY THE RESPONSE FROM CONSIDERATION FOR AWARD.

Exhibit "A"
Attachment C- Cost Proposal Sheet
Commercial and Residential Roofing Services
RFP 23-031

The Respondent represents by their signature below that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation documents contained in RFP 23-031 Commercial and Residential Roofing Services. The Respondent acknowledges that he/she has received and read the entire solicitation packet, attachments and all documents incorporated by reference, and agrees to be bound by the terms therein. **The total value of the resulting contract(s) shall not exceed \$250,000 per fiscal year.**

Special Instructions: All prices must be quoted in order to be considered responsive, be advised that exceptions taken to any portion of the solicitation will jeopardize acceptance of the bid. Alternative bids will not be considered and unauthorized modifications to the bid sheet format will result in the rejection of the bid. The City reserves the right to purchase more or less than the quantities indicated below.

Section I: Personnel

No.	Description	Estimated Quantity	Unit	Unit Cost	Extended Total
1	Roofer Regular Hourly Rate	320	Per Hour	\$75.00	\$24,000.00
2	Roofer Overtime Hourly Rate	40	Per Hour	\$112.50	\$4,500.00
3	Helper Regular Hourly Rate	320	Per Hour	\$65.00	\$20,800.00
4	Helper Overtime Hourly Rate	40	Per Hour	\$97.50	\$3,900.00
Estimated Annual Total :					\$53,200.00

Section II: Additional Information (This section will not be evaluated under Cost but will become part of the resulting contract)

1	Prices for materials shall be on a cost-plus basis. The Percentage (%) if any, of markup will not exceed 15%. Proposed markup shall be: (0-15)%	15%
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Exhibit "A"



PATUXENT ROOFING
(301)-333-5200
9381 DAVIS AVE
LAUREL, MD 20723



L.D. TEBBEN COMPANY
(512)-416-1476
4315 TERRY-O LANE
AUSTIN, TX 78745

Experience

Our firm specializes in institutional and government projects. We routinely complete a multitude of School work with K-12 and Universities every year in the State of Texas and throughout the United States. We have multiple locations in Texas including San Antonio and Austin. Our firm is certified with every major roofing manufacturer and houses skilled crews that install every type of roofing system.

When requested, our firm can provide design build solutions directly to our Institutional clients and can package roof replacements, roof recovers, coatings, repairs, new construction, HVAC, tapered design packages and masonry restoration projects through Co-operative contracts. Our experience utilizing co-operative contracts allows us to provide a vast number of building solutions including 3rd party consulting, full scale specifications, drawings, submittals, shop drawings and other construction documentation tailored to each clients unique needs.

Our EMR rating is well below the industry standard and we pride ourselves in extreme safety practices. All of our crews are OSHA 10 trained and all of our dedicated project managers are OSHA 30 trained. We have both in-house safety managers and 3rd party safety companies that audit each of our project sites throughout the duration of construction to ensure the safety of our workforce and clients.

PRC|LD Tebben has experience working over active/occupied buildings during re-roof construction and routinely service active Hospitals, Schools, Military Base Installations, and Industrial Complexes. We understand the full scope of the work specified and have many years working with all roofing types and manufacturers in Texas and throughout the United States.

Our focus to your project represents itself from the moment we are under contract. Once under contract we assign a dedicated production team to the project for the full duration of the project. These members include a dedicated operations manager, project manager, project manager II, superintendent, and site foreman. Additional information regarding our full construction oversight and process can be provided upon request.

Please see below for a list of projects completed by our firm within the last 5 years in Texas for various School Districts, Universities, and other non-institutional clients. Additional references are available upon request.

A1. School Projects

Project Owner: University of Texas – Anna Hiss Gymnasium

Description of Project: Roof Replacement

Contact: Robert Hengst

Contact Phone: 512-475-9154

Date Construction Completed: December, 2019

Managing Principal: University of Texas

Roof System: Modified Bitumen – 2ply

Contract Amount: \$1,554,545.00

Exhibit "A"



PATUXENT ROOFING
(301)- 333- 5200
9381 DAVIS AVE
LAUREL, MD 20723



L.D. TEBBEN COMPANY
(512)-416-1476
4315 TERRY-O LANE
AUSTIN, TX 78745

Final Contract Amount: \$1,554,454.00
Final Completion Date: December, 2019
Number of Change Orders: 0

Project Owner: University of Texas – San Antonio – Recreation Wellness Center
Description of Project: Roof Replacement
Contact: Vladimir Andzic
Contact Phone: 210-219-9846
Contact Email: Vladimir.Andzic@utsa.edu
Date Construction Completed: August, 2022
Managing Principal: UTSA
Roof System: Modified Bitumen 2 ply
Contract Amount: \$582,562.00
Final Contract Amount: \$582,562.00
Final Completion Date: August, 2022
Number of Change Orders: 0

Project Owner: Prairie View A&M University – Campus Wide Roof Renovations
Description of Project: Roof Replacement
Contact: Jeff Damon
Contact Phone: 979-451-3046
Date Construction Completed: September, 2021
Managing Principal: Prairie View A&M University
Roof System: Modified Bitumen 2 ply
Contract Amount: \$287,596.00
Final Contract Amount: \$287,596.00
Final Completion Date: September, 2021
Number of Change Orders: 0

Project Owner: Texas A&M University – Anthropology Building
Description of Project: Roof Replacement
Contact: Buddy Beamon
Contact Phone: 979-530-3814
Date Construction Completed: May, 2018
Managing Principal: Texas A&M University
Roof System: Modified Bitumen 2 ply
Contract Amount: \$434,186.00
Final Contract Amount: \$434,186.00
Final Completion Date: May, 2018
Number of Change Orders: 0

Project Owner: Texas State University – Administrative Services Building – North and South
Description of Project: Roof Replacement
Contact: Lisa Walker

Exhibit "A"



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4315 TERRY-O LANE
AUSTIN, TX 78745

Contact Phone: 512-202-7897
Date Construction Completed: September 2018
Managing Principal: Texas State University
Roof System: Modified Bitumen 2 ply
Contract Amount: \$412,856.00
Final Contract Amount: \$412,856.00
Final Completion Date: September, 2018
Number of Change Orders: 0

Project Owner: University of Maryland
Description of Project: Roof Replacement
Contact: Ben Clarke
Contact Phone: 301-875-9698
Date Construction Completed: 09/30/23
Managing Principal: University of Maryland
Project Architect or Engineer: Patuxent Roofing & Contracting
Roof System: Single Ply TPO
Contract Amount: \$292,975.00
Final Contract Amount: \$292,975.00
Final Completion Date: 09/30/23
Number of Change Orders: 0

Project Owner: Hagerstown Public Schools
Description of Project: Roof Replacement
Contact: Leslie Winkler
Contact Phone: 301-766-8606
Date Construction Completed: September 2021
Managing Principal: Hagerstown Public Schools
Roof System: Modified Bitumen 2 ply
Project Architect or Engineer: na
Contract Amount: \$2,520,234.00
Final Contract Amount: \$2,520,234.00
Final Completion Date: September 2021
Number of Change Orders: 0

Project Owner: Boonsboro Elementary School
Description of Project: Roof Replacement
Contact: Brad Otto
Contact Phone: 301-730-2189
Date Construction Completed: September 2020
Managing Principal: Washington County Public Schools
Roof System: Modified Bitumen 2 ply
Contract Amount: \$1,550,000.00

Exhibit "A"



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9381 DAVIS AVE
LAUREL, MD 20723



L.D. TEBBEN COMPANY
(512)-416-1476
4315 TERRY-O LANE
AUSTIN, TX 78745

Final Contract Amount: \$1,550,000.00
Final Completion Date: September 2019
Number of Change Orders: 0

Project Owner: Dundalk Elementary School
Description of Project: Roof Replacement
Contact: Buzz Brown
Contact Phone: 443-487-7231
Date Construction Completed: August 2021
Managing Principal: Baltimore County Public Schools
Roof System: Modified Bitumen 2 ply
Contract Amount: \$1,857,000.00
Final Contract Amount: \$1,857,000.00
Final Completion Date: August 2020
Number of Change Orders: 0

Project Owner: Reisterstown Elementary School
Description of Project: Roof Replacement
Contact: Anne Kramer
Contact Phone: 443-528-6883
Date Construction Completed: August 2021
Managing Principal: Baltimore County Public Schools
Roof System: Modified Bitumen 2 ply
Contract Amount: \$1,033,347.00
Final Contract Amount: \$1,033,347.00
Final Completion Date: August 2022
Number of Change Orders: August 2022

Project Owner: Holabird Middle School
Description of Project: Roof Replacement
Contact: Andrew Cicchini
Contact Phone: 443-809-9979
Date Construction Completed: August 2021
Managing Principal: Baltimore County Public Schools
Roof System: Modified Bitumen 2 ply
Contract Amount: \$1,752,000.00
Final Contract Amount: \$1,752,000.00
Final Completion Date: August 2021
Number of Change Orders: 0

Note: Our firms have 100+ more educational projects completed within the past 5 years. Upon request, we can provide additional references and projects for you. Please feel free to reach out to Ed Bennington directly for more references at ebennington@ldtebben.com or ebennington@patuxentroofing.com.

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5 Non-Educational Projects Completed within past Five Years

Project Owner: Charles County – Charles County Detention Center

Description of Project: Roof Replacement, Tremco

Contact: Britta Hertling

Phone: 301-645-0509

Date Construction Completed: 2021

Managing Principal: Charles County

Roof System: Modified Bitumen 2 ply

Contract Amount: \$3,139,660.00

Final Contract Amount: \$3,139,660.00

Final Completion Date: 2021

Number of Change Orders: 0

Project Owner: DC Correctional Facility

Description of Project: Roof Replacement, Tremco

Contact: Steve Goodrich

Phone: 202-255-9601

Date Construction Completed: 2018

Managing Principal: DC Corrections

Roof System: Modified Bitumen 2 ply

Contract Amount: \$2,821,000.00

Final Contract Amount: \$2,821,000.00

Final Completion Date: 2018

Number of Change Orders: 0

Project Owner: Walter Reed Hospital

Description of Project: Roof Replacement

Contact: EG Management Services

Phone: 301-515-8000

Date Construction Completed: August, 2021

Managing Principal: Walter Reed Medical Center

Project Architect or Engineer: EG Management Services

Roof System: Modified Bitumen 2 ply

Contract Amount: \$5,727,916.00

Final Contract Amount: \$5,727,916.00

Final Completion Date: August, 2021

Number of Change Orders: 0

Project Owner: Med-star Health

Description of Project: Roof Replacement

Contact: Jamie Gill

Phone: 410-562-8781

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Date Construction Completed: February, 2019
Managing Principal: Med-star Health
Project Architect or Engineer: Tremco
Roof System: Modified Bitumen 2 ply
Contract Amount: \$1,769,617.00
Final Contract Amount: \$1,769,617.00
Final Completion Date: February, 2019
Number of Change Orders: 0

Project Owner: MWATA
Description of Project: Roof Replacement
Contact: Brian Parker
Phone: 202-577-6452
Date Construction Completed: February 2021
Managing Principal: MWATA
Roof System: Modified Bitumen 2 ply
Project Architect or Engineer: MWATA
Contract Amount: \$5,218,361.00
Final Contract Amount: \$5,218,361.00
Final Completion Date: February, 2021
Number of Change Orders: 0

5 largest projects currently under contract

Project Owner: Travis County – Travis County Juvenile Detention Center
Description of Project: Roof Replacement
Contact: Ken Ollinger
Contact Phone: 512-443-7255
Date Construction Completed: in progress
Managing Principal: Travis County
Roof System: Modified Bitumen 2 ply
Project Architect or Engineer:
Contract Amount: \$3,870,834.00
Final Contract Amount: Currently in progress
Final Completion Date: Currently in progress
Number of Change Orders: none to date

Project Owner: Baltimore County Public Schools - Loch Raven High School
Description of Project: Roof Replacement
Contact: Bushley Feight Morin Architects
Roof System: Single Ply TPO
Contact Phone: 301-733-5600
Date Construction Completed: currently in progress
Managing Principal: Baltimore County Public Schools
Project Architect or Engineer: Bushley Feight Morin Architects

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Contract Amount: \$2,976,964.00
Final Contract Amount: \$2,976,964.00
Final Completion Date: in progress
Number of Change Orders: none to date

Project Owner: Baltimore County Public Schools – Deep Creek Elementary School
Description of Project: Roof Replacement
Contact: Gilbert Architects
Contact Phone: 410-356-8856
Date Construction Completed: in progress
Managing Principal: Baltimore County Public Schools
Project Architect or Engineer: Gilbert Architects
Contract Amount: \$2,574,086.00
Final Contract Amount: \$2,574,086.00
Final Completion Date: in progress
Number of Change Orders: none to date

Project Owner: Baltimore County Public Schools - Parkville High School
Description of Project: Roof Replacement
Note: This is a design build project by our firm directly to Baltimore County Public Schools. Please feel free to use one of the above references from BCPS. We are currently awaiting the final contract.
Date Construction Completed: in progress
Managing Principal: Baltimore County Public Schools
Project Architect or Engineer: WTI, Jamie Gill 410-562-8781
Contract Amount: \$6,500,000.00
Final Contract Amount: awaiting finalized contract
Final Completion Date: awaiting finalized contract
Number of Change Orders: none to date

Project Owner: Port Isabel Detention Center
Description of Project: Roof Replacement
Contact: Rusty Jones
Phone: 205-296-1520
Date Construction Completed: in progress
Managing Principal: Yerkes South
Project Architect or Engineer: Patuxent Roofing & Contracting, LLC
Contract Amount: \$1,350,000.00
Final Contract Amount: \$1,350,000.00
Final Completion Date: in progress
Number of Change Orders: in progress

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Name of Firm: Patuxent Roofing & Contracting, LLC
DBA: LD Tebben

Founded: 1977

Business Addresses:

San Antonio Location

3507 Copeland Drive
San Antonio, TX 78219
512-855-1580

Austin Location

4315 Terry-O Lane
Austin, Texas 78745
512-416-1476

DC Metro Location

9381 Davis Avenue
Laurel, MD 20723
301-333-5200

Type of Organization:

LLC

Number of Permanent Employees:

- i. Home Office: 60
- ii. Field: 100+

Primary Contact:

Ed Bennington
Regional President – Texas
ebennington@ldtebben.com
ebennington@patuxentroofing.com
512-855-1580

Office Headquarters

Texas – San Antonio

Years in Business:

Our collective years in business result in 60+ years in business.

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Professional & Industry Organization Affiliations:

WRSCA
RCAT
AAFAME
NRCA
BOMA
IREM

Personnel Information

1. Corporate Officers and Years Experience

- i. **President**
Ed Bennington

Ed Bennington has been in the roofing industry for over 16 years now. Ed has worked on numerous projects across the United States as a project manager, estimator, and operations manager. Ed's background includes commercial roofing, below grade waterproofing and masonry restoration. Some notable Institutional projects Ed has been involved with include;

- George Mason University
- University of Maryland Eastern Shore
- NOVA
- Georgetown University
- Virginia Tech University
- Loudoun County Public Schools
- Arlington Public Schools
- Chesapeake Public Schools
- Prince William County Public Schools
- Austin Independent School District
- Somerset Independent School District
- Alamo Colleges
- Frederic County Public Schools
- Alexandria County Public Schools
- American University
- Other school projects upon request

In addition, Ed Bennington has completed numerous Government and Institutional projects around the country and is very experienced with re-roofing projects over occupied spaces and within occupied campuses. Ed has experience with all roofing manufacturers and all roofing types to

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include, cold processed modified, hot asphalt, torch applied modified, single ply projects, IRMA, hot rubber waterproofing, below grade waterproofing and coating projects. In addition, Ed is experienced and has completed numerous masonry restoration projects to included, below grade waterproofing projects, exterior facade masonry restorations, through-wall masonry flashing projects, tuck-pointing projects, vertical sealant replacement projects, crack injection projects, partial and full depth concrete repair projects, and more.

Ed's projects range from \$50,000.00 to \$10,000,000.00+

ii. Vice President Mark Willis

Mark Willis has been in Commercial Roofing for 20 years and has project managed Government, Institutional, Higher Education, Multi-Family and Industrial projects. Some notable University projects Mark has project managed include;

- American University Kogod School of Business
- The Maryland Institute College of Arts - Bunting Building
- Towson University- Union Garage Restoration
- University of the District of Columbia - Building 32
- Bowie State University- Science Building
- University of Maryland - Baltimore
- Morgan State University
- Anne Arundel Community College
- University of Maryland Eastern Shore
- Port of San Antonio

In addition to project managing commercial roofing projects for Universities, Mark Willis has also project managed numerous masonry restoration projects to include below grade waterproofing projects, exterior facade masonry restorations, through-wall masonry flashing projects, tuck-pointing projects, vertical sealant replacement projects, crack injection projects, partial and full depth concrete repair projects, and more.

Mark Willis has also completed numerous Hospital projects that require additional logistics working around occupied buildings and other stringent requirements such as safety and low odor which require minimal impact to the Hospital's operations. Some other notable projects for Mark Willis include the following:

- Travis County Juvenile Justice Center (Currently Under Construction)
- John's Hopkins University Bay View Campus
- Howard County General Hospital

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- MedStar Franklin Square Medical Center
- John's Hopkins University Main Campus - Rutlin Garage
- The University of Maryland Upper Chesapeake Medical Center
- Port of San Antonio

Mark's projects range from \$100,000.00 to \$7,000,000.00+

2. Senior Project Manager

Nick Weismantel

Nick Weismantel was the Director of Learning and Development at Elite CEU and coached a team of 15-20 team members on design. Nick has held the position of Operations Manager where he managed projects ranging from \$250,000.00 - \$5,000,000.00. Nick has experience in all types of roofing systems and actively manages multiple projects with his team for both locations. Some of Nick's projects include;

- \$250,000.00 – Austin ISD, Entire District,
- \$197,755.00 – Ector County, Hays Steam Academy, MBCI Metal Roof Reroof
- \$1,144,347.00 – West Oso ISD, West Oso Elementary, GAF Modified Reroof
- \$1,310,510.00 – Northeast ISD, Lee High School, GAF Modified Reroof
- \$1,374,626.00 – Ingleside ISD, Ingleside Elementary, Garland Modified Reroof
- \$175,000.00 – Elgin ISD, Elgin Flex Campus, Garland Coating
- \$412,850.00 – Round Rock ISD, Multiple Campuses, MBCI Standing Seam
- \$1,724,961.13 – Ector County ISD, Sam Houston Elementary, US Ply BUR
- \$2,002,553.75 – Ector County ISD, Ross Elementary, US Ply BUR, MBCI Standing Seam
- \$736,256.62 – Austin ISD, Dawson Elementary, GAF PVC
- \$730,465.00 – University of Texas, Townes Hall, Ludowici Clay Tile
- \$262,995.00 – Saint Edward's University, RCC Building, Firestone TPO New Roof
- \$32,400.00 – City of Austin, Zilker Park, Zilker Café, GAF TPO New Roof
- \$77,775.00 – TxDOT, Austin Northwest MNT, Firestone TPO New Roof
- \$112,000.00 – DPS, Seguin Main Office, US Ply Modified Reroof
- \$163,555.00 – DPS, Kerrville Main Office, US Ply Modified Reroof
- \$567,645.00 – GSA, Lanham Federal Building Phase 3, CertainTeed Modified Reroof
- \$93,515.95 – Travis County Housing, Housing Reroofs, GAF Shingle Reroof
- \$2,255,722 – TPWD, Texas Parks and Wildlife Headquarters, Verisco PVC
- \$84,940.54 – TxDOT, Taylor MNT, Firestone TPO Fleece back
- \$387,549.07 – Travis Count, Expo Center, Roofing Improvements
- \$49,547.75 – Travis County Sheriff's Office, Building 106 Drain Repair
- \$5,000,000 – University of Texas – BE2

iii. **Superintendent**
Charlie Carillo

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Charlie Carrillo has over 40+ years experience in the roofing industry and has numerous certifications in safety and leadership including OSHA 10, OSHA 30, Ladder Safety, Forklift Safety, Articulating Boom Lift and Aerial Lift training, Fall Protection Training, Decision Driving, Rigger, Crane Hand & Voice Signal Training, and Mobile Elevating Work Platform Training. Charlie manages 40-60+ field employees on multiple projects throughout Texas and has supervised projects upwards of \$5,000,000.00+. With over 40+ years of experience Charlie has completed institutional projects throughout San Antonio, Austin, Dallas, Houston, El Paso, and other regions throughout the state of Texas with numerous School and Universities.

3. Duties and Responsibilities assigned to Project Manager and Superintendent

Vice President of Operations

The Operations Manager will:

- Provide management support, supervision.
- Make staff available and other resources as needed to support the management teams.
- Ensure resolution of problem and concern issues.
- Review and approve quality issues, non-conformance reports, and inspection reports.
- Responsible for organization and maintenance of a document control system for all quality data.

Project Manager

The Project Manager will:

- Prepare and maintain material submission transmittal log.
- Prepare and maintain materials receiving log to document inspection and acceptance of
- Attend preconstruction, construction, and post construction meetings.
- Liaise with customer on phasing and updates throughout duration of project.
- permanent materials brought to the job site for their compliance with approved submittals.
- Ensure work products adhere to the appropriate standards.
- Ensure QC processes and procedures adequately control project quality.
- Ensure QC activities accurately measure the product, service and process quality.
- Prepare and maintain a corrective action plan.
- Maintain submission of inspection reports.

Field Superintendent

The Field Superintendent will:

- Execute work process according to contract plans and procedures to meet all quality requirements.
- Complete and submit daily inspection reports.
- Maintain an ongoing dialogue with the support staff (i.e. Tool Box Talks).
- Ensure that the expectations of QC activities are identified and understood by task Leaders and team members.
- Recommend changes in procedures to improve processes.
- Execute the Corrective Action Plan.

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Foreman

The Foreman will:

- Execute the work in accordance with the contract specifications, phasing plans, site utilization plans, contract drawings and manufacturer's requirements.
- Attend all safety meetings and coordination meetings.
- Complete daily reports and provide to Superintendents and Project Management.
- Manage the phasing of the project and coordinate information with Superintendents and Project Management.
- Complete Tool Box talks with the crew and provide information to the Superintendent and Project Manager.

Personnel Assigned to this Project

- Mark Willis, Vice President of Operations
- Nick Weismantel, Sr. Project Manager
- Project Manager II, TBD
- Charlie Carillo, Site Superintendent
- Foreman, TBD

4. Minority, Women Owned Business Enterprises

PRC|LD Tebben routinely partners with MWBE, Veteran Disabled, Native American, and other Minority businesses including Contractors, Subcontractors, and Suppliers.

Exhibit "A"



PATUXENT

ROOFING & CONTRACTING, INC.

With locations in Austin and San Antonio, L.D. Tebben is a commercial roofing company with more than 45+ years of experience and continues to be a leader in the industry throughout the Central Texas area.

Our dedicated service department of qualified roofing technicians are equipped to meet all your roofing needs. We are here to assist throughout the entire repair process and strive to provide quality services above industry standards.

We are certified in all types of roofing repairs including TPO, PVC, modified bitumen, coatings, composites, & metal roofing (both standing seam and screw down) including coping, flashing and wall panel. We are certified applicators of the top leading roofing materials in the industry.

Our Service Manager, Joaquin Saenz, has worked in the industry for over 20+ years and has worked with several municipalities in the Austin, Leander, Liberty Hill, and San Marcos area.

Our Service Sales Manager, Bert Kivell, has worked in the industry for over 20+ years and has worked on several high-profile remodels for commercial properties throughout the state of Texas.

We follow the manufacturer's recommendations when it comes to all installation and repair methods. Per contract, we will complete the repairs then send before, during, and after photos of the work performed. After management approval, we will then conclude with the invoicing process. We also have a 24/7 hotline available for any emergency after-hour repairs. Our goal is to resolve all issues seamlessly throughout the process.

A good understanding makes for a good relationship.

Sincerely,

The L.D. Tebben Service Department



Exhibit "A"

PATUXENT

ROOFING & CONTRACTING, INC.

Service Capability Statement

Patuxent Roofing and Contracting, LLC dba LD Tebben a full-service roofing and waterproofing contractor servicing all types of roof systems and manufacturers while keeping factory warranties in place and extending the life of your roof.

We strives to create and keep long-term, value-based relationships with our clients. We take pride in servicing our customers with emergency leak repair, tenant fit out services, troubleshooting, maintenance, debris removal and re-roofing while keeping our clients informed with excellent communication and updates.

Specialized Service Experience:

- **INSPECT**
 - Comprehensive Surveys and Plans
 - Photo Condition Reports
 - Value-Engineered Recommendations
 - Budgeting and Life Cycle Assistance
- **MAINTAIN**
 - Drain, Gutter and Scupper Clearing
 - Remove Debris, Trash and Vegetation
 - Minor Repairs and Recommendations
 - Satisfy Roof Warranty Requirements
- **REPAIR**
 - Steep Slope, Low Slope and Flat Roof
 - All System Types and Manufacturers
 - Accepted by all Manufacturer Warranties
 - Before and After Documentation
 - Retrofits and Partial Replacement

Clients and Customers Served:

- Multi-Family Housing Properties
- Colleges, Universities and Schools
- Hospitals and Medical Facilities
- Industrial and Commercial Facilities
- Government and Military Facilities
- Tenant Fit-Out and HVAC Contractors

LD Tebben Service Differentiators:

Our service department is staffed with only the most experienced technicians to ensure top quality customer service and problem solving. How Patuxent Roofing can help:

- Whether your property has been damaged by a roof leak or severe weather, our Emergency Repair and Response Team is ready when the unthinkable happens.
- Rely on our company to respond quickly to access the condition of your property and apply temporary or permanent repairs as needed.
- Small repairs to full scale reroofing- No project is too big or small, we handle them all with the same quality and care.
- Proactive solutions and thorough project communication from our service managers direct.
- Customer Portal for Leak Reporting.
- We are fully insured with general liability and workmen's compensation insurance. We are currently bonded at \$50,000,000 aggregate and \$25,000,000 single project.

PROUD MEMBERS OF:



**Request 24/7 Emergency Service
on the Patuxent Roofing Website**

www.PatuxentRoofing.com/247-emergency-service/