

MEMORANDUM

DATE: January 21, 2021

TO: Mayor White & City Council

VIA: Mercy Rushing, City Manager

FROM: Cindy Karch, City Secretary CK

SUBJECT: (1) Discuss and consider action on a proposal from Paragon Roofing Inc. for installing new membrane roofs at City Hall and the Fire Station in the amount of \$141,934.63

(2) Discuss and consider action on an Interlocal agreement between the City of Mineola and Region 8 Education Service Center.

Council Meeting Agenda Item for January 21, 2021

Background Information:

This is regarding the repairs to the roofs at city hall and the fire station which sustained damage during the most recent hail storms. TML Insurance is paying for the cost of the repairs, but as a reimbursement. Therefore the city must pay the contractor and sign all agreements and follow all normal purchasing guidelines and policies. The repairs are scheduled to begin within the next few weeks. David, Justin and myself met with Paragon Roofing and TML insurance for a pre-construction meeting and are ready to proceed with the project. Additionally, on the agenda is an interlocal agreement for the City to become members of the TIPS system, or Region 8 Purchasing Cooperative. This allows for the City of Mineola to take advantage of the competitive purchasing system and the qualified contractors that are in the system. This cooperative is much like BuyBoard, HGAC and other cooperatives that the city is already a member of.

Recommendation:

It is recommended that the Council approve the proposal and accompanying budget amendment ordinance.

Final Disposition:

November 10th, 2020

City of Mineola
300 Greenville Ave
Mineola, TX 75773



ROOFING PROPOSAL

We are pleased to submit this proposal for installing new membrane roofs at the City of Mineola city hall and fire station through Paragon’s TIPS contract number 200201. This proposal includes both labor and materials for the installation of a new mechanically attached 60mil DuroLast System as described below. 22,400 square feet of roofing without waste

WORK INCLUDES

1. See attached specifications labeled *“Exhibit A” – 4T Specifications for shingle roof replacement*
2. See attached TIPS vetting sheet labeled *“Exhibit B”* for specific quantities, building locations and pricing
3. Includes performance payment bond and TIPS fee

PROJECT TERMS AND CONDITIONS

1. Contractor shall carry Worker’s Compensation and General Liability Insurance.
2. Contractor shall coordinate all schedules and work hours with the Owner or the designated representative. Standard work hours shall apply to this project. Only one mobilizations is included to complete the entire scope of work
3. Once work commences, Contractor shall proceed diligently to final completion.
4. Payment Schedule shall be as follows with all invoices due upon receipt:
 - A. Contractor to submit invoices for those units/TMLIRP ID# as completed and audited on or before the 25th of each month. Payment less 10% retainage by the 10th of the following month
5. This proposal, if accepted, shall become the agreement between the parties. There are no agreements either express or implied that extend beyond the face of this proposal.

**COMMERCIAL
MULTI-FAMILY
RESIDENTIAL**

1601 N. Walton Walker Blvd.
Dallas, TX 75211
o. 214.630.6363 | f. 214.630.6677

paragonroofinginc.com



City of Mineola
November 10th, 2020
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- 6. This proposal, if accepted, shall become the agreement between the parties. There are no agreements either express or implied that extend beyond the face of this proposal.
- 7. Price is good for delivery of materials for 45 days from the date of this proposal.
- 8. Includes TML ID# - 3 & 4

TOTAL VALUE OF ROOFING WORK AS OUTLINED ABOVE:

	\$ 137,734.63
Tax 8.25%	\$ N/A
Total:	\$ 137,734.63

***NOTE:**

- 1. Upgrade to 60mil PVC membrane **ADD \$4200.00** _____ **initial if accepted**

ACCEPTANCE

If accepted the city will need to simply issue a Purchase Order to Paragon Roofing, Inc. by email Quentan@paragonroofinginc.com using the cities normal procedure. Be sure to include "TIPS PURCHASE" somewhere on the purchase order AND e-mail a copy to TIPSPO@TIPS-USA.com.

Should you have any questions or concerns please contact our office at the number listed above or the TIPS Hotline at 866-839-8477.

ACCEPTED:

Company: _____

Printed Name: _____

Authorized Signature: _____

Title: _____

Date: _____

Mr. Quentan Tobolka
VP of Steep Slope & Multi Family Sales
m. 214.336.0316

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City of Mineola PR120414		VETTING SCOPE REVISED				PARAGON VETTED PROPOSAL
TMLIRP #	BUILDING	ADDRESS:	ROOF	ASSEMBLY	UNIT	QTY
#3	City Hall / Police		Roof 1	Foam		16223
				Install over Foam		
				Install 1/4" DD Primed		
				DL 60- mill Duro Tuff ME	s.f.	12,536
				Reuse Gutter- Termbar with metal cover	l.f.	623
	Total Roof #1					
			Roof 2	Raised roof (foam)	s.f.	2,486
				Remove Foam	s.f.	2,486
				Install 1/4" DD Primed	s.f.	2,486
				DL 60- mill Duro Tuff ME	s.f.	2,486
				Gravelstop with skirt	l.f.	213
	Total Roof #2					
			Exterior Wall			
				R&R J Trim		101
				R&R Metal Siding	s.f.	454.5
	Total Wall Panel					
	Total ID #3					\$ 92,000.00
#4	Fire Station		Roof #1			
				Remove Foam down to flutes	s.f.	6260.88
				Install 1/4" DD Primed	s.f.	6260.88
				DL 60- mill Duro Tuff ME	s.f.	6260
				Install Term Bar and metal cover at Gutter	l.f.	177
				Install Gravel stop with skirt at Rakes	l.f.	142
	Total Fire Station					
	TOTAL ID#4					\$ 38,475.00
						PARAGON
	BASE-PROPOSAL:	SUB-TOTAL				\$ 130,475.00
	TAX					\$ 3,226.50
	PERMIT					\$ 4,033.13
	TOTAL					\$ 137,734.63
	UNIT PRICES					
	FASCIA				l.f.	\$ 9.00
	WOOD DECKING				s.f.	\$ 5.00
	METAL DECKING				s.f.	\$ 7.00
	LTWT				s.f.	\$ 13.00
	Alternates:					
	#01	60 mill FB in leu of 50 mill FB				\$ 4,200.00
	TOTAL w/ UPGRADE	60 MILL FB in leu of 50 Mil FB				\$ 141,934.63

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MINEOLA, TEXAS AMENDING THE 2021 BUDGET EXPENDITURES FOR FISCAL YEAR ENDING SEPTEMBER 30, 2021; AUTHORIZING EXPENDITURES AS SET OUT IN SUCH BUDGET AMENDMENT AND PROVIDING FOR EFFECTIVE DATE

WHEREAS, the City Council of the City of Mineola, Texas, adopted Ordinance No. 20-09-14-01 on September 14, 2020, approving expenditures for the fiscal year ending September 30, 2021 pursuant to the laws of the State of Texas; and

WHEREAS, it is necessary to amend the 2021 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINEOLA, TEXAS:

Section 1. The appropriation amounts of the official budget of the City of Mineola for the fiscal year ending September 30, 2021 are hereby amended as described below:

Section 2. To provide for expenditures for the General Fund.

Section 3. To provide for Building Repairs and Insurance Reimbursements.

Section 4. The amendments to authorized appropriations for the fiscal year ending September 30, 2021, are summarized as follows:

Insurance Reimbursements	01-43036-000	\$141,934.63
Expense		
Building Repair	01-54100-009	\$141,934.63

Section 5. The City Manager is hereby authorized to make intra-departmental and inter-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code or department.

Section 6. A true and correct copy of the Amended Budget is hereby directed to be filed in the office of the City Secretary, and said Amended Budget is made part of this Ordinance by reference as though fully copied herein verbatim.

Section 7. It is being deemed by the City Council that this Ordinance shall go into immediate effect and force after its passage, approval and publication according to law.

APPROVED and ADOPTED by the City Council of the City of Mineola, Texas on the 25th of January, 2021.

Kevin White, Mayor

Attest:

Cindy Karch, City Secretary