



## STAFF REPORT

**DATE:** January 4, 2022  
**TO:** Kent Cagle, City Manager  
**FROM:** Leslie Hinkle, Executive Director of Community Development  
**SUBJECT:** Roof replacement at Killeen Utility Collections building

### **BACKGROUND AND FINDINGS:**

The roof at the Utilities Collections building is over 20 years old and is reaching the end of its useful life. While the number of leaks increase each year, the repair costs have also increased. Water penetration into the building presents air quality issues and structural damage if not addressed in a timely manner.

Replacing the roof will decrease maintenance cost, free up staff to address other maintenance issues, and will help prevent air quality issues and structural damage.

### **THE ALTERNATIVES CONSIDERED:**

1. Replace the roof at the Utility Collections building
2. Do not replace the roof at the Utility Collections building

### **Which alternative is recommended? Why?**

Alternative #1 is recommended, as the roofing has exceeded its useful life and water penetration issues need to be addressed annually.

### **CONFORMITY TO CITY POLICY:**

The Community Development Department is seeking approval for Final Solution Roofing LLC to replace the roof at the Utility Collections building utilizing the TIPS Cooperative Contract 181101. Purchases made through a cooperative contract are exempt from the competitive bidding process as stated in the Texas Local Government Code (TLGC) section 271.102, subchapter F; a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of goods or services.

### **FINANCIAL IMPACT:**

#### **What is the amount of the expenditure in the current fiscal year? For future years?**

The cost to replace the roof is \$85,956.22.

**Is this a one-time or recurring expenditure?**

One-time

**Is this expenditure budgeted?**

Yes, funds are available in the Water & Sewer CIP account 387-8932-493.61-02.

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes

**RECOMMENDATION:**

Staff recommends that the City Council authorize the roof replacement at the Utility Collections building in an amount of \$85,956.22 from Final Solutions Roofing, LLC and that the City Manager or designee be expressly authorized to execute all change orders within the amounts set by state and local law.

**DEPARTMENTAL CLEARANCES:**

Finance  
Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Quote  
Letter of Agreement  
Certificate of Interested Parties