

Purchase Request #5
Regular Board Meeting May 4, 2026
Consideration of Approval to Contract for
South Campus Interactive Learning Center (S12) Roof Drain Relocation

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with American Mechanical Services for repair and rerouting of the roof drains at the South Campus Interactive Learning Center (S12).

If the administration and American Mechanical Services are unable to agree to an executable contract, the administration requests delegation to discontinue negotiations and proceed to negotiate with the next highest-ranking vendor(s) until a contract is reached or all proposals are rejected. This action will authorize the Chancellor or her designee to approve a contract preventing extended delays with the award of this project.

BACKGROUND

In February 2021, the Board authorized the delegation of authority to approve the method of procurement best suited for each construction or renovation project. On March 17, 2026, the Chancellor's designee approved the competitive sealed proposal (CSP) procurement method to reroute the roof drain system at S12 to minimize storm sewers under the slab. Detailed project plans and specifications developed by Huitt-Zollars were used as part of the documentation package required for public solicitation of construction proposals in accordance with Texas Government Code §2269.152.

On December 1, 2025, the Board of Trustees approved the delegation of authority to utilize the job order contracting (JOC) procurement method for an estimated cost of \$250,000. Due to the quotes exceeding the approved budget, a public solicitation process was deemed necessary to ensure optimal value for the College.

CSP #26-11 was issued on March 19, 2026, to procure construction services for this project in accordance with the Texas Government Code §2269.151. Four responses were received and evaluated by a team comprised of representatives from capital projects and Huitt-Zollars. The evaluation and ranking of the submittals were based on criteria published in the solicitation. American Mechanical Services received the highest overall score.

IMPACT OF THIS ACTION

Approval of this request will allow for the removal of failing roof drains beneath the building and rerouting them through exterior walls to protect the building's structural integrity.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Pending successful contract negotiations, the cost of this project is not expected to exceed \$775,000. The project will be funded from the 2015 Bond Program deferred maintenance line.

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MONITORING AND REPORTING TIMELINE

Construction activities will begin upon the execution of a contract and are expected to be completed by August 31, 2026. This project will be managed by capital projects staff.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genevieve Scholes	281-998-6349	genevieve.scholes@sjcd.edu

CSP #26-11
Roof Drain Repairs, Building S12
Attachment 1 – Tabulation

QUALIFICATIONS

#	Vendors	Section 1: Firm Experience	Section 2: Personnel Experience	Section 3: Safety	Section 4: Financial	Section 5: References	Section 6: Exceptions to T&C	Total Points
	<i>Total Points</i>	<i>15</i>	<i>15</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>50</i>
1	American Mechanical Services	6.10	7.80	2.73	2.33	5.00	5.00	28.96
2	Millennium Projects Solutions, Inc.	11.40	11.00	4.17	4.33	3.50	5.00	39.40
3	Prestige Building Group	4.30	3.30	3.50	2.00	3.33	5.00	21.43
4	Construction Masters of Houston	11.60	11.30	4.07	3.17	4.67	5.00	39.81

FINAL SCORES

#	Vendors	Qualification Score	Section 6: Price Proposal	Price Value	Final Score
	<i>Total Points</i>	<i>70</i>	<i>30</i>		<i>100</i>
1	American Mechanical Services	28.96	50.00	\$437,315.00	78.96
3	Millennium Projects Solutions, Inc.	39.40	34.71	\$630,000.00	74.11
2	Prestige Building Group	21.43	45.65	\$479,000.00	67.08
4	Construction Masters of Houston	39.81	26.04	\$839,800.00	65.85