

**VALLEY VIEW INDEPENDENT SCHOOL DISTRICT
9701 S. JACKSON RD.
PHARR, TX 78577**

This is NOT AN ORDER, it is an invitation for a proposal.

CSP # 05-001-26- NEW GYM ROOF REPAIR

PROPOSAL RECEIVING DATE: May 14, 2026

PROPOSAL OPENING DATE: May 14, 2026

TIME: 9:00a.m.

TIME: 10:00a.m.

Dear Bidders,

Valley View Independent School District invites proposals from interested vendors for New Gym Roof Repair.

Proposals shall be submitted on this original form only and must reach the Administration Office on or before the hour of the receiving date specified. Please submit original CSP and a copy. Late proposals will be returned unopened. Submittal to be as indicated below:

The District reserves the right to reject any proposal and/or all proposals, to make awards as they may appear to be advantageous to the district and to waive all formalities in bidding.

MAIL DELIVERY: A proposal sent by mail must be addressed to:

Valley View I.S.D.
Laura Harris, Purchasing Coordinator
9701 S. Jackson Rd
Pharr, Texas 78577
CSP# 05-001-26- New Gym Roof Repair

HAND DELIVERY: A proposal that is hand delivered MUST be taken to:

Valley View I.S.D.
Laura Harris, Purchasing Coordinator
9701 S. Jackson Rd.
Pharr, Texas 78577
CSP# 05-001-26- New Gym Roof Repair

We look forward to hearing from you.

Sincerely,

- Original Signed -

Laura Harris
Purchasing Coordinator

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SPECIAL TERMS & CONDITIONS

1. Valley View Independent School District requests sealed proposals for New Gym Roof Repair.
2. Proposals received after the deadline will not be accepted and returned unopened.
3. Payments will be made within 30 days after receipt of original invoice for each shipment completed (where merchandise has been received in good order).
4. Sales tax exemptions certificates will be furnished by the Business Office upon request.
5. The District reserves the right to cancel for default all or any part of the undelivered portion of this order if Seller breaches any of the terms hereof including warranties of Seller or if the Seller becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any other remedies which the District may have in law or equity.
6. A manufacturer's total satisfaction written guarantee, in accordance with the Universal Commercial Code (UCC), for the contract term, with VVISD reserving the right to have any item replaced should the original item prove unreliable or defective as expressed or implied by verbal or written specifications. The item will then, and after adequate time to remedy and as part of remedy, be replaced without charge to VVISD's satisfaction. This will be provided at no additional cost to VVISD during the term of the contract.
7. The District reserves the right to award the proposal in its entirety, partially, reject it, or to award it to multiple vendors.
8. The District reserves the right to inspect the service done upon completion before accepting it as complete.
9. VVISD reserves the right to make purchases from other vendor in an emergency situation or should there be a substantial price difference favorable to VVISD.
10. The words "bids, proposal, or quotes" and their derivatives may be used interchangeably by terms and conditions. These terms and conditions are applicable on all bids, request for proposals, quotes, competitive sealed proposals, etc. to which they are attached.
11. All quantities are approximate and therefore no quantities are guaranteed.

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In order for your proposal to be considered in the proposal process, the following items are required to be included in the proposal package:

Checklist:	Yes	No
1. General/Special Terms and Conditions	_____	_____
2. Felony Conviction Notification	_____	_____
3. Proposal Specification Requirement Form	_____	_____
4. Reference Sheet	_____	_____
5. Non-Collusion Statement & Signature Even if Not Submitting a Proposal on All Items	_____	_____
6. Conflict of Interest	_____	_____
7. W-9 Form	_____	_____
8. Form 1295	_____	_____
9. Respondent's Proposal (Specifications Sheet)	_____	_____
10. Proposal Forms pertaining to this proposal should have all lines filled in as needed:	_____	_____

Company Name: _____

Address: _____

City, State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Authorized Signature: _____

Bidder (Print Name): _____

Official Position with Company: _____

*******THE VENDOR ACKNOWLEDGEMENT FORM MUST BE SIGNED. FAILURE TO SIGN FORM WILL RESULT IN REJECTION OF PROPOSAL AND REMOVAL OF VENDOR FROM APPROVED VENDOR LIST FOR THE TIME SUCH PROPOSAL IS IN FORCE*******

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GENERAL CONDITIONS

1. Withdrawal of proposals will not be allowed for a period of 60 days following the proposal opening.
2. Proposals shall be submitted on these forms. Deviations to the General Conditions and/or specifications shall be conspicuously noted in writing by the bidder and shall be included with the proposal.
3. Quantities required are substantially correct, but the District reserves the right to purchase additional quantities above the stated at the same unit price unless otherwise specified by the bidder.
4. Warranty conditions for all supplies and/or equipment shall be considered manufacturer's minimum standard warranty unless otherwise agreed to in writing.
5. Questions concerning this proposal shall be addressed to the Purchasing Coordinator, Valley View Independent School District.
6. Evaluation of Proposals takes into account the following considerations: a) the purchase price, (b) the reputation of the vendor and of the vendor's goods or services, (c) the quality of the vendor's goods or services, (d) the extent to which the goods or services meet the District needs, (e) vendor's past performance record and relationship with the District, (f) and any other relevant factor specifically listed in the request for proposals.
7. Contracts for Purchase will be put into effect by means of a purchase order(s) executed by the Purchasing Coordinator after proposals have been awarded.
8. Proposal prices shall remain **firm** throughout term of the contract.
9. The District has the option of increasing and decreasing the estimated quantities by 100%.

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Liability and Insurance

Insurance Coverage

The vendor shall be fully liable to provide and maintain in force during the life of this contract, such insurance as General Comprehension Liability Insurance, Comprehensive Auto Liability Insurance, and Worker's Comprehension Insurance to assure to the District the protection contained in the foregoing indemnification provision undertaken by the vendor. Such policies shall be issued by companies authorized to do business in the State of Texas and having agents upon whom service of process may be made in the District and shall contain as a minimum, the following provisions, coverage, and policy limits of liability.

General Liability

General Liability Insurance as shall protect the District, the vendor, subcontractor, agents, and employees from claims for damages. The limits of liability provided by such policy shall be no less the **One Million Dollars (\$1,000,000.00)** per occurrence combined single limit bodily injury and property damage, and an amount no less than **One Million Dollars (\$1,000,000.00)** for damages on all accounts of all occurrences.

Auto Liability

Auto Liability Insurance with bodily injury limits of not less than **Three Hundred Thousand Dollars (\$300,000.00)** per occurrence, **Five Hundred Thousand Dollars (\$500,000.00)** Aggregate, and property damage limits of not less than **Three Hundred Thousand Dollars (\$300,000.00)** per occurrence.

Worker's Compensation

Workers' Compensation and Employer's Liability Insurance with minimum limits as required by the State of Texas but in no case less than **One Hundred Thousand Dollars (\$100,000.00)**

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Proof of Insurance

The vendor shall furnish to the District, at the Districts' Request, a Certificate of Insurance duplicate policies of insurance described above which specifically protect the District. The vendor also agrees to enter a defense on behalf of the District, to any and all suits or actions, in which the liability of the District is vicarious and is predicated upon allegations of some act omission by the vendor, subcontractor, or their agents.

Warranties

Materials – manufacturer warranties shall remain in effect, minimum 20-year NDL and workmanship hereinafter specified and furnished shall be full guaranteed by the vendor for a minimum of 2 years.

If the vendor procures equipment or materials under the Contract, the vendor shall obtain for the benefit of the District equipment and materials warranties against defects in materials and workmanship to the extent such as warranties are reasonably obtainable.

The vendor shall pass along to the District any additional cost warranties offered by the manufactures, at no additional cost to the District.

This warranty shall in no manner cover equipment that has been damaged or rendered unserviceable due to negligence, misuse, act of vandalism, or tampering by the district or anyone other than employees or agents of the vendor. The vendor's obligation under its warranty is limited to the cost of repair of the warranted item or replacement thereof, at the vendor's option. Insurance covering said equipment from damage or loss is to be borne by the vendor until full acceptance of equipment and services.

Interpretation and Additional Information

Interpretations, Corrections and/or Changes: Any interpretation, correction, or changes of the CSP will be made by ADDENDUM. Interpretations, corrections, or changes to the CSP made in any other manner will not be binding, and the vendor shall not rely upon such interpretations, corrections, or changes. **Changes or corrections will be issued by the District. Addenda, if any, will be posted on the District website <http://www.vviewisd.net/>.** It is the responsibility of the vendors to determine whether all addenda have been received and proposal should not be submitted before addenda posting deadline.

Addenda: It will be the responsibility of all respondents to contact the District before submitting a response to the CSP to ascertain if any addenda have been issued. **It will be the responsibility of all respondents to obtain all addenda, execute them, and return SIGNED addenda with the response to the CSP**

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BONDING REQUIREMENTS

1. A certified or cashier's check or a bid bond payable to the order of the Valley View Independent School District, for 3% of the greater total amount of your proposal will be required with the submittal of the proposal. Offeror agrees that if he is awarded the contract, he will execute and deliver to the Owner, within ten (10) days after he is notified of the acceptance of his proposal via a signed purchase order for the project, the required Performance Bond and Labor and Materials Payment Bond, each in the form acceptable to the Owner. Should the Offeror fail to accept the purchase order (contract) or furnish such Bonds within the prescribed time, Offeror agrees that the accompanying bid security (bid bond) shall become property of the Valley View Independent School District (Owner) as liquidated damages, and not as a penalty, for the additional delay and the expense which will be incurred by the Owner as a result thereof.

2. The successful contractor shall be required to furnish performance as well as labor and material payment bonds for this project within ten (10) days after official notification of the award of the project.

The forms for bonds and sureties shall be acceptable to VVISD as follows:

- A Performance Bond for the full amount of the contract insuring the faithful performance of all provisions of the contract, satisfactory completion of the specified work, within the time agreed upon.
- A Labor and Materials Payment Bond for the full amount of the contract shall be required for the protection of all subcontractors and material suppliers. Bonds shall bear the same date as the contract.

3. Bonds shall be made payable to Valley View Independent School District.

4. The bonds shall in all respects conform to the requirements of the laws of the State of Texas.

5. All required bonds shall be issued only by the companies holding certificates of authority as acceptable sureties in the State of Texas and as acceptable reinsuring companies. Re-insurers must be duly authorized, accredited, or trusted to do business in the State of Texas.

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Mandatory Campus Visit

A mandatory meeting (walk-through) is required. The district will hold the mandatory conference meeting on Thursday, May 7, 2026 at 10:00 am to answer any questions. During this time, we will walk through the New Gym at Valley View ISD HS. We will meet at 600 N Jackson Rd., Hidalgo, TX 78557 at the front office.

05-001-26
Proposal Number

Date

Signature of Company Official

REFERENCE SHEET

LIST FOUR COMPANIES/SCHOOL DISTRICTS WHICH YOUR COMPANY HAS DONE BUSINESS WITH WITHIN THE LAST TWO (2) YEARS. FAILURE TO DO SO WILL RESULT IN THE REJECTION OF YOUR PROPOSAL.

Company Name: _____

Contact Name: _____

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Address: _____

City: _____ State: ____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Company Name: _____

Contact Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Company Name: _____

Contact Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Company Name: _____

Contact Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Phone Number: _____ Fax Number: _____

PROPOSAL SPECIFICATIONS REQUIREMENTS

To be filled in by offeror and submitted with proposal

Is this proposal in conformity with the enclosed specifications?

Yes _____ No. _____

If the answer is no, offeror must identify and explain each exception taken, with reference to each page and paragraph to which the exception will apply.

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It should be understood that if no exception is taken the vendor shall supply all items as specified at the time of sale. Failure to indicate any difference in products offered proposed in this proposal may be deemed sufficient grounds for rejection of a vendor's proposal.

Comments:

[illegible]

05-001-26		
CSP Number	Date	Company Name

SPECIFICATIONS

- A. Furnish all labor, materials, tools, equipment, supervision, and incidentals required to install a fully adhered TPO roofing recover (layover) system over the existing roof.
- B. Project Size: Approximately 3,700 square feet.
- C. Work includes, but is not limited to:
- Roof inspection and preparation
 - Removal of wet/damaged materials
 - Installation of 3” flute filler, fanfold
 - Install 1” ISO board to entire surface

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- TPO membrane installation (60 mil. Fully Adhered)
- Manufacture and install new gutter trim and roof drains
- Flash existing walls, terminations, curbs, pitch pans, and pipe penetrations with membrane
- Edge metal, accessories, sealants, and drainage components
- Use only manufacture's recommended details
- Cleanup and warranty documentation (20 Yr. NDL)

Comply with latest editions of:

- NRCA Roofing Manual
- ASTM standards (D6878 for TPO)
- FM Global (FM 1-28, 1-29)
- UL Roofing Assemblies
- Local building codes (IBC)

Provide:

- Product data sheets
- Shop drawings (roof plan, details, fastening patterns)
- Wind uplift calculations (FM or ASCE 7 compliant)
- Manufacturer's installation instructions
- Warranty samples
- Contractor qualifications

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

NAME OF FIRM

ADDRESS

TELEPHONE#

PROPOSAL FORM

Having carefully examined the proposal Notice, General Conditions, Specifications and Proposal Form, the undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the specifications and conditions contained in this document for the purchase of **New Gym Roof Repair.**

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FIRM NAME: _____

ADDRESS: _____

CITY & STATE: _____

TELEPHONE: _____

AUTHORIZE SIGN: _____

POSITION: _____

REPRESENTATIVE: _____

NON-COLLUSION STATEMENT & SIGNATURE SHEET

The undersigned affirms that he/she is duly authorized to execute this contract, that this company, corporation, firm partnership, or individual has not prepared this proposal in collusion with any other bidder and that the contents of this proposal as to prices, terms, or conditions of said proposal have not

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been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business, or to any person affiliated with Valley View I.S.D., prior to the official opening of this proposal.

I, _____, have read the general terms and conditions.
(Print/Type Name of Company Officer)

I fully understand them and will fully execute them if I am awarded this proposal.

I have represented the truth concerning the felony conviction notification.

I fully understand the proposal specifications.

Company Name: _____

Address: _____

City, State: _____ **Zip Code:** _____

Phone Number: _____ **Fax Number:** _____

Authorized Signature: _____

Bidder (Print Name): _____

Official Position with Company: _____

FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a) states “a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity

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has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony”.

Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.”

This Notice is not required of a Public-Held Corporation.

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information is true to the best of my knowledge.

Vendor’s Name: _____

Authorized Company Official’s Name (Printed): _____

A. My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.

Signature of Company Official: _____

B. My firm is not owned or operated by anyone who has been convicted of a felony.

Signature of Company Official: _____

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____

Conflict of Interest Questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local government entity

This questionnaire is being filed in accordance with Chapter 176 of the Local

OFFICE USE ONLY

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Government Code by a person doing business with the governmental entity. By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offence if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor	Date received
1) Name of person doing business with local governmental entity.	
2) ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006 (a) Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)	
3) Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money.	
4) Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs local government officer of the governmental entity that is the subject of this questionnaire.	

Conflict of Interest Questionnaire (Continued)

CONFLICT OF INTEREST QUESTIONNAIRE For vendor or other person doing business with local governmental entity	FORM CIQ
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5) Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C, & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

☐

Yes

☐

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

☐

Yes

☐

No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐

Yes

☐

No

D. Describe each affiliation or business relationship.

6) Describe any other affiliation or business relationship that might cause a conflict of interest.

7)

Signature of person doing business with the governmental entity

Date

Must File Online www.ethics.state.tx.us/File

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

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Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.			OFFICE USE ONLY	
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.				
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.				
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.				
4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
5 Check only if there is NO Interested Party.				
6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct. _____ Signature of authorized agent of contracting business entity AFFIX NOTARY STAMP / SEAL ABOVE Sworn to and subscribed before me, by the said _____, this the _____				
Signature of officer administering oath administering oath		Printed name of officer administering oath		Title of officer
ADD ADDITIONAL PAGES AS NECESSARY				