

Handwritten initials 'JK' in blue ink.

- list and release of retainage
- b) Construction of additional pod(s)
- c) Selection and engagement of an architect for the construction of additional pods

3. AI-34121 Acceptance and approval of CORRECTED Work Authorization No. 1 (with estimated cost proposal of \$ 55,625.00 ) as submitted by Halff Associates, Inc. for Project: (Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse), in connection to the "on-call" agreement #C-11-291-01-24 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4" and as (approved by CC on 09/04/12, AI-33976)

4. AI-33946 Approval to re-state agreement between Lexis Nexis and Hidalgo County Public Defender's Office to incorporate additional access at no additional cost.

5. AI-33962 A. Acceptance and approval to award proposal including terms and conditions agreement received from Weatherproofing Technologies, Inc. in the amount of \$91,882.94 (through Hidalgo County's membership/participation with TCPN Contract #4812) for the provision of labor, to include materials but not limited to any appurtenances, for proposed Roof Repair Services for the Hidalgo County - Former Administration Building located at 100 East Cano, Edinburg, Texas (project #2012-029A).

**APPROVED**

B. Acceptance and approval to enter into a 5 year Tremcare Service Agreement for Tremco Roofs with Weatherproofing Technologies, Inc. in the amount of \$9,500.45 (already included on item a. proposal) for Hidalgo County Former Administration Building.

6. AI-33932 Requesting approval to reject all responses received for the request for proposals: "Placement, Housing and Supervision of Hidalgo County Inmates" for Sheriffs Department" as requested by user department.

**B. Pct. 1**

1. AI-34053 Acceptance and approval of request by Precinct One for Supplemental No. 2-Work Authorization #1 as submitted by TEDSI Infrastructure Group, Inc. through Contract #C-08-227-02-09 for the acceptance of revised "Attachment C" for Supplemental Agreement No. 1 to Work Authorization No. 1 (approved by CC 05/22/12) to reflect the "Notice To Proceed" based on the issuance of the revised purchase order effective August 29, 2012.

**C. Pct. 2**

1. AI-33963 Acceptance and approval to execute an "On Call" professional engineering services contract with Raba Kistner Consultants Inc. for, "Construction Material Testing for All Projects" for Precinct No. 2 as approved for negotiations on

**D. Pct. 4**

1. AI-34115 Requesting approval of a professional architectural "on call" services contract with DANNENBAUM ENGINEERING COMPANY for the purposes of

**AI-33962**  
**CC REGULAR**

**Purchasing Department 19. A. 5.**

**Meeting Date:** 09/11/2012

**Submitted For:** Marty Salazar

**Submitted By:** Moises Salazar, PURCHASING DEPT.

**Department:** PURCHASING DEPT.

Information

CAPTION

A. Acceptance and approval to award proposal including terms and conditions agreement received from Weatherproofing Technologies, Inc. in the amount of \$91,882.94 (through Hidalgo County's membership/participation with TCPN Contract #4812) for the provision of labor, to include materials but not limited to any appurtenances, for proposed Roof Repair Services for the Hidalgo County - Former Administration Building located at 100 East Cano, Edinburg, Texas (project #2012-029A).

B. Acceptance and approval to enter into a 5 year Tremcare Service Agreement for Tremco Roofs with Weatherproofing Technologies, Inc. in the amount of \$9,500.45 (already included on item a. proposal) for Hidalgo County Former Administration Building.

BACKGROUND

Fiscal Impact

**FISCAL YEAR:** 2012

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

2-1336-419-40-220-043-0-452  
 2-1342-419-40-220-043-0-452

Attachments

- WTI/Tremco Proposal
- 5 Year Warranty
- 5 Yr Warranty-Legal Approval
- Terms and Condition Agreement
- Insurance Certificate
- Insurance-Email

Form Review

**Inbox**  
 Auditor's Office  
 Form Started By: Moises Salazar

**Reviewed By**  
 Monica Badillo

**Date**  
 09/07/2012 05:33 PM  
 Started On: 08/29/2012 04:30 PM

Final Approval Date: 09/07/2012



**TREMCO INCORPORATED  
WEATHERPROOFING TECHNOLOGIES, INC.  
ROOF REPAIR SERVICES PROPOSAL**

**DATE:** August 23, 2012

**OWNER:** County of Hidalgo  
2802 So. Business 281  
Edinburg, Texas 78539

**PROJECT:** Hidalgo County Administration Building  
100 E. Cano St.  
Edinburg, Texas

A. Through The Cooperative Purchasing Network (TCPN) Line Item Contract #R4812, **Weatherproofing Technologies, Inc. (WTI)** will provide the following Roof Repair Services on the above referenced Project:

**Scope of Work**

**Area A:**

1. General maintenance and repairs:
  - a. Thoroughly examine all roof surfaces and identify all deficiencies.
  - b. Investigate leaks, water-test as required and perform minor repairs with compatible materials.
  - c. Repair all deficiencies as required; including but not limited to roof membrane laps, joints and seams; and holes in the roof membrane.
  - d. Install new sheet metal hoods and counterflashing as required.
  - e. Repair all membrane and/or sheet metal flashings at perimeter walls, roof curbs, roof drains and all other roof penetrations as required.
  - f. Provide proper pads under stairs and equipment.
  - g. Clean-up and remove all construction debris leaving roof area in a serviceable condition.

**Area B:**

2. General maintenance and repairs:
  - a. Thoroughly examine all roof surfaces and identify all deficiencies.
  - b. Investigate leaks, water-test as required and perform minor repairs with compatible materials.
  - c. Repair all deficiencies as required; including but not limited to roof membrane laps, joints and seams; and holes in the roof membrane.
  - d. Install new sheet metal hoods and counterflashing as required.
  - e. Repair all membrane and/or sheet metal flashings at perimeter walls, roof curbs, roof drains and all other roof penetrations as required.
  - f. Provide proper pads under stairs and equipment.
  - g. Clean-up and remove all construction debris leaving roof area in a serviceable condition.

**Area C:**

3. Second Floor Roof Access Door:
  - a. Remove brick, equipment, stairs and door as necessary to install new through-wall flashing from parapet wall to stucco at 2<sup>nd</sup> floor access door.
  - b. Reinstall brick with proper weep holes and new counterflashing receiver and counterflashing.
  - c. Install counterflashing at duct and door as necessary.
  - d. Repair base flashings as required.

- e. Provide proper pads under stairs and equipment.
- 4. Stucco Wall under Windows at Second Floor Roof:
  - a. Power wash stucco wall at roof level under windows at 2<sup>nd</sup> floor roof.
  - b. Seal all cracks and opening in and around stucco.
  - c. Apply two coats of WallTite coating on stucco.
- 5. General maintenance and repairs:
  - a. Thoroughly examine all roof surfaces and identify all deficiencies.
  - b. Investigate leaks, water-test as required and perform minor repairs with compatible materials.
  - c. Repair all deficiencies as required; including but not limited to roof membrane laps, joints and seams; and holes in the roof membrane.
  - d. Install new sheet metal hoods and counterflashing as required.
  - e. Repair all membrane and/or sheet metal flashings at perimeter walls, roof curbs, roof drains and all other roof penetrations as required.
  - f. Provide proper pads under stairs and equipment.
  - g. Clean-up and remove all construction debris leaving roof area in a serviceable condition.

**Area D:**

- 6. Roof at Stairwell Penthouse at Southwest Corner of 5<sup>th</sup> Floor Roof:
  - a. Remove existing gravel surfacing and a new recover roof system over the roof of the stairwell penthouse at the south west corner of 5<sup>th</sup> floor roof.
  - b. Provide all flashing and sheet metal as required.
- 7. Walls at Stairwell Penthouse at Southwest Corner of 5<sup>th</sup> Floor Roof:
  - a. Clean and seal brick as necessary to install new vertical metal wall panels from parapet wall to parapet wall at 5<sup>th</sup> floor stairwell penthouse.
  - b. Install sub-framing and supports as required.
  - c. Install new counterflashing receiver and counterflashing.
  - d. Install new counterflashing at door and door threshold as required.
  - e. Repair base flashings at existing single-ply roof system as required.
- 8. General maintenance and repairs:
  - a. Thoroughly examine all roof surfaces and identify all deficiencies.
  - b. Investigate leaks, water-test as required and perform minor repairs with compatible materials.
  - c. Repair all deficiencies as required; including but not limited to roof membrane laps, joints and seams; and holes in the roof membrane.
  - d. Install new sheet metal hoods and counterflashing as required.
  - e. Repair all membrane and/or sheet metal flashings at perimeter walls, roof curbs, roof drains and all other roof penetrations as required.
  - f. Provide proper pads under stairs and equipment.
  - g. Clean-up and remove all construction debris leaving roof area in a serviceable condition.

**Area E:**

- 9. General maintenance and repairs:
  - a. Thoroughly examine all roof surfaces and identify all deficiencies.
  - b. Investigate leaks, water-test as required and perform minor repairs with compatible materials.
  - c. Install hoods and counterflashing as required.
  - d. Re-seal all joints as required.
  - e. Provide proper pads under stairs and equipment.
  - g. Clean-up and remove all construction debris leaving roof area in a serviceable condition.

**ALL Roof Areas:**

10. Initiate Five (5) Year TremCare Service Agreement, including:

- a. Annual roof inspections.
- b. Housekeeping, maintenance and repair of all roof membranes, flashings and penetrations.
- c. Documentation of all inspections and repairs through on-line reporting (OLI).
- d. Emergency (24/7) toll-free contact number.
- e. (See attached Sample)

B. Roofing Repair Services will be provided: **FOR THE SUM OF: \$ 91,882.94**

Billing will occur after the services are delivered, unless the project requires more than forty-five days, in which case billing will be based on the completed portion(s) of the work on a monthly basis. Billing terms are net 30 days.

Pricing is based on the Weatherproofing Technologies Inc. / Tremco Incorporated Cooperative Purchasing Agreement through The Cooperative Purchasing Network (TCPN) Line Item Contract #R4812.

- C. Roof repair and maintenance could begin approximately fifteen (15) to twenty-five (25) days from the issuance of a purchase order pending completion of all required documentation. Anticipated completion time for roof repairs and maintenance is approximately sixty (60) days. The TremCare Service Agreement will become active upon completion of all repairs.
- D. In performing these Roof Repair Services, **Weatherproofing Technologies, Inc.** shall not be responsible for damage to the building or its contents or any other incidental or consequential damages. **WTI's** total liability shall not exceed the dollar value of the services provided to the Owner by **Weatherproofing Technologies, Inc.** (See attached Terms and Conditions)
- E. Once final pricing is received and reviewed by the owner the Purchase Order should be issued to:

**Weatherproofing Technologies, Inc.  
3735 Green Road  
Beachwood, Ohio 44122**

Reference: **TCPN Contract #R4812  
WTI / Tremco Commercial Line Item Pricing**

**Fax or E-Mail Purchase Order to:**

**Weatherproofing Technologies, Inc.  
Ivan Trinidad, Construction Manager  
Toll-free fax #: (866) 308 0665  
itrinidad@tremcoinc.com**

**AND  
Steven W. Linsteadt, Field Representative  
Tremco Incorporated /Weatherproofing Technologies, Inc.  
Fax #: (361) 777 3368  
sinsteadt@tremcoinc.com**

## Terms and Conditions of Agreement for Roofing Services

WHEREAS, Weatherproofing Technologies, Inc. (WTI) located at 3735 Green Rd. Beachwood, OH 44122 is in the business of providing roofing services including, but not limited to: Thermocore®, TRIM®, TremCare® and other Roof Repairs and Replacement and other Roofing Services;

AND WHEREAS, **The County of Hidalgo, Texas** (Customer/Client/Contractor) located at 2802 So. Business 281, Edinburg, Texas 78539 is desirous of engaging WTI to provide the following roofing services:

**Roof Repairs per attached proposal and in accordance with  
Weatherproofing Technologies, Inc. / Tremco Incorporated Cooperative Purchasing Agreement with  
The Cooperative Purchasing Network (TCPN) – Line Item Contract #R4812**

NOW THEREFORE, in consideration of the mutual promises set forth herein, Customer/Client/Contractor and WTI hereby agree as follows:

### SCOPE OF WORK

WTI agrees to furnish all labor, tools and materials necessary to perform the roofing services described in the referenced proposal. WTI shall perform the Work in a careful and competent manner with properly skilled and trained personnel.

### CONTRACT PRICE -as referenced

Which the Owner shall pay WTI and WTI shall accept as full compensation, satisfaction and payment for the Work outlined in this agreement.

### PAYMENTS

Unless all Work hereunder is to be performed within thirty (30) days, WTI shall submit an invoice to the Owner at the end of each calendar month for the amount due for the portion of the services completed during that month. Within thirty (30) days after receipt of the invoice, Owner shall pay the invoice. If all Work is to be performed within thirty (30) days, no invoice shall be submitted until all Work has been completed, in which case Owner shall pay WTI within thirty (30) days after receipt of the invoice.

### INDEPENDENT CONTRACTOR

It is agreed that WTI is not an employee of the Owner, but is an independent contractor and, as such, has no authority to act for or on behalf of the Owner or to bind the Owner to any contract or any other manner except as provided in this Agreement.

### AUDITS

WTI shall maintain accurate records of all expenditures and costs relating to any Work performed under this Agreement. The Owner shall have the right to inspect and examine these records upon seven (7) days prior written notice to WTI at the place where such records are kept in the ordinary course of WTI's business.

### CHANGES IN WORK

The Owner may at any time without invalidating this Agreement make changes in, add to or delete from the Work to be performed. No such changes shall be made and no claims for extra Work shall be valid except as authorized by written order signed by the Owner and WTI.

### WARRANTY

For a period of one (1) year after completion of the Work, WTI will, at its expense, repair any leaks through penetrations or cores taken from the roofing system by WTI. The owner shall give written notice within thirty (30) days from the date of observation of any leaks, which may be subject to this warranty. Failure to give such notice shall relieve WTI of any further warranty obligations under this Agreement. THE REMEDY STATED HEREIN IS THE SOLE AND EXCLUSIVE REMEDY OF THE OWNER AND IS GIVEN IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE. NO REPRESENTATIVE HAS THE AUTHORITY TO VARY OR ALTER THESE TERMS. IN NO EVENT SHALL WTI BE LIABLE FOR DAMAGES TO THE BUILDING, THE CONTENTS OF THE BUILDING OR ANY OTHER SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES. (Unless otherwise stipulated in the contract documents attached hereto)

**INSURANCE**

Upon request, WTI will provide Owner with evidence of the following insurance requirements:

- a. Workers' Compensation and Employer's Liability  
Statutory Workers' Compensation for the state in which services are being performed under this Agreement.  
Employer's Liability with limits of \$100,000.
- b. Commercial General Liability  
Commercial General Liability on an occurrence basis with limits of \$1,000,000.

**Other Insurance Provisions**

Owner shall be named as a certificate holder on all coverages listed in paragraphs (a) and (b).

The issuing insurance companies shall provide the named certificate holder with thirty (30) days written notice prior to any cancellation or material modification of the policies providing the coverages listed in paragraphs (a) and (b).

**Hidalgo County Auto Insurance Requirement:** Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars (\$300,000.00) per person and Five Hundred Thousand Dollars (\$500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand (\$500,000.00) arising out of the services provided to County hereunder.

**INDEMNITY**

During the term of this Agreement, WTI shall indemnify and hold harmless Owner and its employees from and against all claims, damages, losses and expenses, excluding lost profits or the loss of use of property, to the extent arising directly out of the negligent performance of the Work, however, in no event shall WTI's indemnity obligations under this agreement be more than the Contract price listed above.

**WAIVERS OF RIGHTS OF LIENS**

Before final payment is made, upon the request of the Owner, WTI will submit to the Owner, waivers of right of lien from all subcontractors, material suppliers and itself duly signed and notarized. No material, supplies or equipment will be used by WTI in which any interest or right is retained by any seller or supplier.

**TERMINATION**

**Hidalgo County Termination Requirement:** This agreement may be terminated by either party without a cause upon (30) Thirty Days written notice.

**MISCELLANEOUS**

This Agreement supersedes all prior written agreements between the parties with respect to the work and fully sets forth the understanding of the parties with respect to the performance of the work. This Agreement shall not be modified except by written agreement of the parties and shall be interpreted according to the laws of the state in which the work is performed. Upon request, WTI agrees to provide the Owner in advance with Material Safety Data Sheets covering all materials introduced onto the Owner's premises. Any leaks through penetrations or cores taken from the roofing system by WTI or for any work that was completed as part of this agreement. The Owner shall give written notice within thirty (30) days from the date of observation of any leaks which may be subject to this warranty. Failure to give such notice shall relieve WTI of any other warranty obligations under this Agreement.

Initial \_\_\_\_\_

Date \_\_\_\_\_



Weatherproofing Technologies, Inc.  
 3735 Green Road • Beachwood, Ohio 44122 • 216-292-5000

<b>TREMCO LINE ITEM PRICING</b>		<b>TCPN CONTRACT #: R4812</b>				
<b>COUNTY OF HIDALGO, TEXAS</b>						
<b>ADMINISTRATION BUILDING</b>						
<b>PROPOSAL #: 5019585</b>						
<b>12/5/2011 [Rev. 08-20-12]</b>						
<b>ROOF A: REPAIRS</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
25.19	Minor roof repair calls	DAY	\$721.55	12	\$ 8,658.60	
					<b>SUBTOTAL</b>	<b>\$ 8,658.60</b>
25.25	Multiplier for roofs less than 10,000 square feet	%	18%		\$ 1,558.55	
					<b>SUBTOTAL</b>	<b>\$ 10,217.15</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 9,195.43	
<b>TOTAL PROJECT COST ( ROOF A )</b>					<b>\$ 9,195.43</b>	
<b>ROOF B: REPAIRS</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
26.8	Labor rate for roofer	HR	\$80.43	32	\$ 2,573.76	
26.1	Tremco Mfg Roofing supplies Discount off Retail Price List	% off	13.30%	\$893.25	\$ 774.45	
					<b>SUBTOTAL</b>	<b>\$ 3,348.21</b>
25.24	Multiplier for roofs less than 5,000 square feet	%	25%		\$ 837.05	
					<b>SUBTOTAL</b>	<b>\$ 4,185.26</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 3,766.73	
<b>TOTAL PROJECT COST ( ROOF B )</b>					<b>\$ 3,766.73</b>	
<b>ROOF C: REPAIRS</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
25.19	Minor roof repair calls	DAY	\$721.55	35	\$ 25,254.25	
					<b>SUBTOTAL</b>	<b>\$ 25,254.25</b>
25.25	Multiplier for roofs less than 10,000 square feet	%	18%		\$ 4,545.77	
					<b>SUBTOTAL</b>	<b>\$ 29,800.02</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 26,820.01	
<b>TOTAL PROJECT COST ( ROOF C )</b>					<b>\$ 26,820.01</b>	



Weatherproofing Technologies, Inc.  
3735 Green Road • Beachwood, Ohio 44122 • 216-292-5000

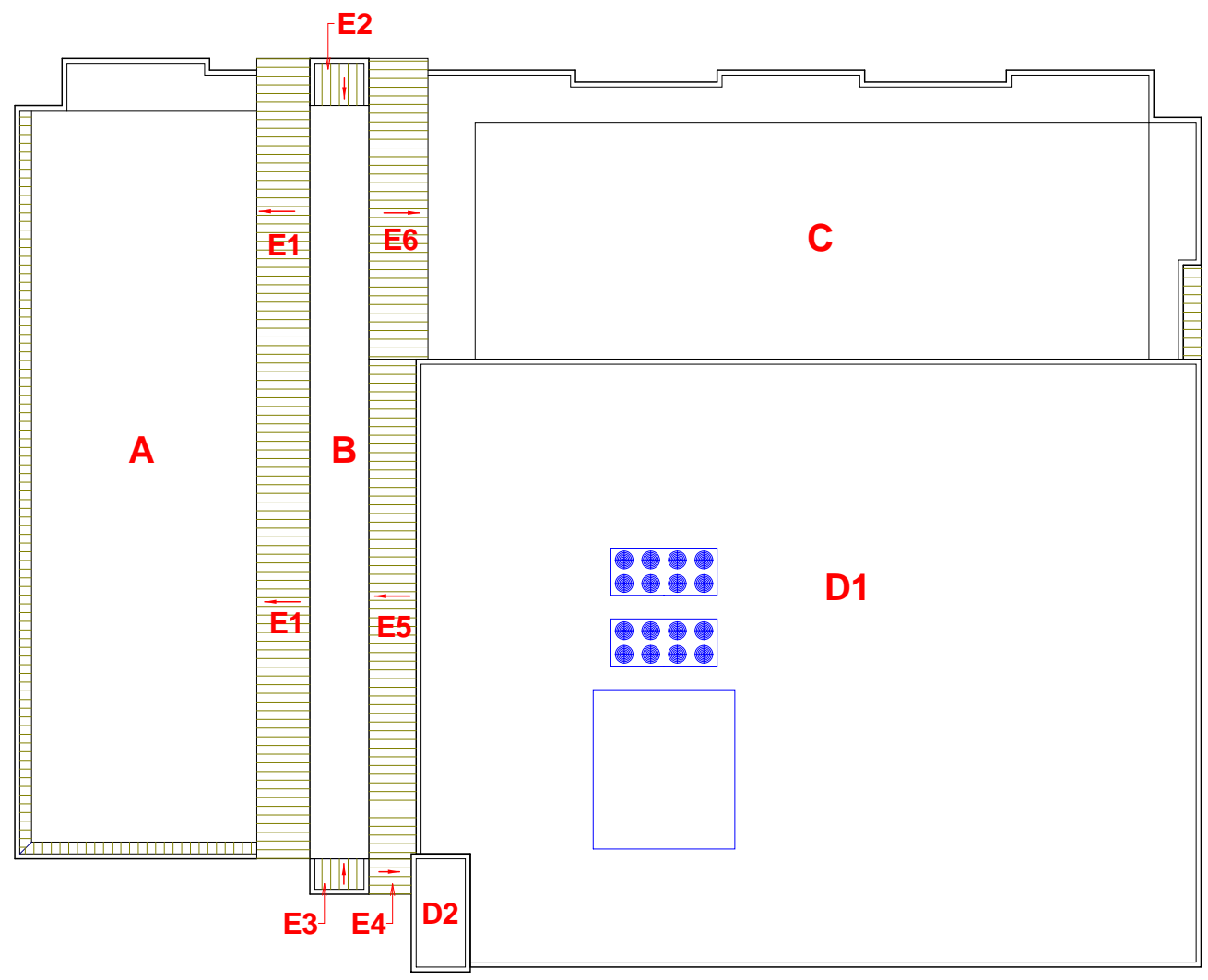
<b>TREMCO LINE ITEM PRICING</b>		<b>TCPN CONTRACT #: R4812</b>				
<b>COUNTY OF HIDALGO, TEXAS</b>						
<b>ADMINISTRATION BUILDING</b>						
<b>PROPOSAL #: 5019585</b>						
<b>12/5/2011 [Rev. 08-20-12]</b>						
<b>ROOF D: REPAIRS</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
25.19	Minor roof repair calls	DAY	\$721.55	44	\$ 31,748.20	
					<b>SUBTOTAL</b>	<b>\$ 31,748.20</b>
25.27	Multiplier for roofs less than 20,000 square feet	%	15%		\$ 4,762.23	
					<b>SUBTOTAL</b>	<b>\$ 36,510.43</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 32,859.39	
<b>TOTAL PROJECT COST ( ROOF D )</b>					<b>\$ 32,859.39</b>	
<b>ROOF E: REPAIRS</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
25.19	Minor roof repair calls	DAY	\$721.55	12	\$ 8,658.60	
					<b>SUBTOTAL</b>	<b>\$ 8,658.60</b>
25.24	Multiplier for roofs less than 5,000 square feet	%	25%		\$ 2,164.65	
					<b>SUBTOTAL</b>	<b>\$ 10,823.25</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 9,740.93	
<b>TOTAL PROJECT COST ( ROOF E )</b>					<b>\$ 9,740.93</b>	
<b>MAINTENANCE AGREEMENT: ROOFS A - E</b>						
<b>SPEC NUMBER</b>	<b>WORK DESCRIPTION</b>	<b>UNIT</b>	<b>BID AMOUNT</b>	<b>QUANTITY</b>	<b>PROJECT AMOUNT</b>	
25.17	Annual or semi-annual roof housekeeping-Per Location					
25.17.2	Cost per Sq.ft. per year per location if greater than 20,000 sq.ft.	SF	\$0.10	153,500	\$ 15,350.00	
					<b>SUBTOTAL</b>	<b>\$ 15,350.00</b>
S.46	State multiplier/Factor for Texas		0.90		\$ 13,815.00	
					<b>SUBTOTAL</b>	<b>\$ 13,815.00</b>
<b>MARKET ADJUSTMENT FOR ROOF COUNT/SQ.FT.</b>					<b>\$ (4,314.55)</b>	
<b>TOTAL PROJECT COST ( MAINTENANCE AGREEMENT )</b>					<b>\$ 9,500.45</b>	

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APPROXIMATE  
ROOF AREA

- A 5,500 S.F. (2-story)
- B 1,200 S.F. (3-story)
- C 6,300 S.F. (2-story)
- D 13,800 S.F. (5-story)
- E 3,900 S.F. (sloped)



OLD ADMINISTRATION BUILDING  
100 E. CANO  
EDINBURG, TEXAS



COUNTY OF HIDALGO  
2802 S. BUSINESS 281  
EDINBURG, TEXAS 78539

DATE: DECEMBER 5, 2011  
SCALE 1" = 30'

DRAWN BY: SWL

## Terms and Conditions of Agreement for Roofing Services

WHEREAS, Weatherproofing Technologies, Inc. (WTI) located at 3735 Green Rd. Beachwood, OH 44122 is in the business of providing roofing services including, but not limited to: Thermocore®, TRIM®, TremCare® and other Roof Repairs and Replacement and other Roofing Services;

AND WHEREAS, **The County of Hidalgo, Texas** (Customer/Client/Contractor) located at 2802 So. Business 281, Edinburg, Texas 78539 is desirous of engaging WTI to provide the following roofing services:

**Roof Repairs per attached proposal and in accordance with  
Weatherproofing Technologies, Inc. / Tremco Incorporated Cooperative Purchasing Agreement with  
The Cooperative Purchasing Network (TCPN) – Line Item Contract #R4812**

NOW THEREFORE, in consideration of the mutual promises set forth herein, Customer/Client/Contractor and WTI hereby agree as follows:

### SCOPE OF WORK

WTI agrees to furnish all labor, tools and materials necessary to perform the roofing services described in the referenced proposal. WTI shall perform the Work in a careful and competent manner with properly skilled and trained personnel.

### CONTRACT PRICE -as referenced

Which the Owner shall pay WTI and WTI shall accept as full compensation, satisfaction and payment for the Work outlined in this agreement.

### PAYMENTS

Unless all Work hereunder is to be performed within thirty (30) days, WTI shall submit an invoice to the Owner at the end of each calendar month for the amount due for the portion of the services completed during that month. Within thirty (30) days after receipt of the invoice, Owner shall pay the invoice. If all Work is to be performed within thirty (30) days, no invoice shall be submitted until all Work has been completed, in which case Owner shall pay WTI within thirty (30) days after receipt of the invoice.

### INDEPENDENT CONTRACTOR

It is agreed that WTI is not an employee of the Owner, but is an independent contractor and, as such, has no authority to act for or on behalf of the Owner or to bind the Owner to any contract or any other manner except as provided in this Agreement.

### AUDITS

WTI shall maintain accurate records of all expenditures and costs relating to any Work performed under this Agreement. The Owner shall have the right to inspect and examine these records upon seven (7) days prior written notice to WTI at the place where such records are kept in the ordinary course of WTI's business.

### CHANGES IN WORK

The Owner may at any time without invalidating this Agreement make changes in, add to or delete from the Work to be performed. No such changes shall be made and no claims for extra Work shall be valid except as authorized by written order signed by the Owner and WTI.

### WARRANTY

For a period of one (1) year after completion of the Work, WTI will, at its expense, repair any leaks through penetrations or cores taken from the roofing system by WTI. The owner shall give written notice within thirty (30) days from the date of observation of any leaks, which may be subject to this warranty. Failure to give such notice shall relieve WTI of any further warranty obligations under this Agreement. THE REMEDY STATED HEREIN IS THE SOLE AND EXCLUSIVE REMEDY OF THE OWNER AND IS GIVEN IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE. NO REPRESENTATIVE HAS THE AUTHORITY TO VARY OR ALTER THESE TERMS. IN NO EVENT SHALL WTI BE LIABLE FOR DAMAGES TO THE BUILDING, THE CONTENTS OF THE BUILDING OR ANY OTHER SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES. (Unless otherwise stipulated in the contract documents attached hereto)

**INSURANCE**

Upon request, WTI will provide Owner with evidence of the following insurance requirements:

- a. Workers' Compensation and Employer's Liability  
Statutory Workers' Compensation for the state in which services are being performed under this Agreement.  
Employer's Liability with limits of \$100,000.
- b. Commercial General Liability  
Commercial General Liability on an occurrence basis with limits of \$1,000,000.

**Other Insurance Provisions**

Owner shall be named as a certificate holder on all coverages listed in paragraphs (a) and (b).

The issuing insurance companies shall provide the named certificate holder with thirty (30) days written notice prior to any cancellation or material modification of the policies providing the coverages listed in paragraphs (a) and (b).

**Hidalgo County Auto Insurance Requirement:** Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars (\$300,000.00) per person and Five Hundred Thousand Dollars (\$500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand (\$500,000.00) arising out of the services provided to County hereunder.

**INDEMNITY**

During the term of this Agreement, WTI shall indemnify and hold harmless Owner and its employees from and against all claims, damages, losses and expenses, excluding lost profits or the loss of use of property, to the extent arising directly out of the negligent performance of the Work, however, in no event shall WTI's indemnity obligations under this agreement be more than the Contract price listed above.

**WAIVERS OF RIGHTS OF LIENS**

Before final payment is made, upon the request of the Owner, WTI will submit to the Owner, waivers of right of lien from all subcontractors, material suppliers and itself duly signed and notarized. No material, supplies or equipment will be used by WTI in which any interest or right is retained by any seller or supplier.

**TERMINATION**

**Hidalgo County Termination Requirement:** This agreement may be terminated by either party without a cause upon (30) Thirty Days written notice.

**MISCELLANEOUS**

This Agreement supersedes all prior written agreements between the parties with respect to the work and fully sets forth the understanding of the parties with respect to the performance of the work. This Agreement shall not be modified except by written agreement of the parties and shall be interpreted according to the laws of the state in which the work is performed. Upon request, WTI agrees to provide the Owner in advance with Material Safety Data Sheets covering all materials introduced onto the Owner's premises. Any leaks through penetrations or cores taken from the roofing system by WTI or for any work that was completed as part of this agreement. The Owner shall give written notice within thirty (30) days from the date of observation of any leaks which may be subject to this warranty. Failure to give such notice shall relieve WTI of any other warranty obligations under this Agreement.

Initial \_\_\_\_\_

Date \_\_\_\_\_

## 5 YEAR TREMCARE SERVICE AGREEMENT FOR TREMCO ROOFS

**SERVICE AGREEMENT NO:**

**OWNER:  
ADDRESS:**

**BUILDING DESCRIPTION:  
ADDRESS:**

**ROOF AREA:**

**ROOF SYSTEM TYPE:**

**SERVICE AGREEMENT PRICE:**

**EFFECTIVE DATE OF SERVICE AGREEMENT:** Upon return of copy of signed agreement and payment.

sample

Tremco and the above-named Owner hereby agree that subject to the terms, conditions and limitations stated herein, Tremco will provide the following services to the Owner on the Roofing System (RS) on the Building for a period of five (5) years. RS shall be defined as the weatherproofing assembly and its components, which includes the following: membrane, insulation, flashings and termination details. The services being offered by Tremco include the following:

### A. LEAK RESPONSE PROGRAM

For each leak in the RS which is covered under this Agreement, the Owner shall immediately (within 24 hours) call 1-800-5-TREMCO and report the roof leak, location, Owner's site contact representative, leak severity and any other information which may be useful to Tremco in responding to the leak. Tremco will promptly (within 2 business days) respond to the leak. For leaks not covered by a Tremco roof warranty, billing for leak repair will be at a pre-arranged rate. If necessary, a follow-up inspection to the RS leak area will be conducted to examine the repair quality and identify additional roofing concerns. If leaks have occurred in the previous calendar quarter, quarterly activity reports will be developed and provided to the Owner. These reports will provide the following:

1. Number of customer calls into the system.
2. Response time for each call.
3. Overview of follow up recommendations.

## **B. INSPECTIONS, HOUSEKEEPING AND PREVENTIVE MAINTENANCE**

On a semi-annual basis during the term of this Agreement, Tremco shall provide roof inspections, preventive maintenance and general housekeeping services on the RS, on a schedule to be agreed upon by Tremco and the Owner. If a Tremco warranty is in effect, these inspections may be carried out in conjunction with the TremCare warranty inspection. Pricing for this service agreement has been adjusted to reflect this efficiency.

Roof inspection services are as follows:

1. Visual inspection of the roof membrane and roof surface conditions.
2. Inspection of the flashing systems including, but not limited to, the metal edge system, base flashings on equipment and adjoining walls, counterflashing and termination details, soil stacks and vents, and inspection of rooftop projections and equipment including, but not limited to, pitch pans, HVAC equipment, skylights and access hatches.

Preventive maintenance services are as follows:

1. Metal edge flashing components - tears, splits and breaks in the membrane flashings will be repaired with appropriate repair mastics and membranes.
2. Tears and splits in the flashing membrane will be repaired with appropriate repair mastics and membranes. Open split flashing strip-ins will be repaired with appropriate repair mastics and membranes. Unsecured rooftop equipment will be secured. Exposed fasteners will be sealed. Termination bar and counterflashings will be sealed.
3. Roof membrane maintenance repairs -tears, breaks and splits in the flashing membrane will be repaired with appropriate repair mastics and membranes. Splits and blisters which threaten the roof integrity will be cleaned, primed and repaired with appropriate repair mastics and membranes. Metal projections (hoods and clamps) will be sealed. Service agreement does not include recoating of roof membranes.

General rooftop housekeeping services are as follows:

1. Removal of debris (i.e., leaves, branches, paper and similar items) from the roof membrane (excluding HVAC and other major equipment).
2. Removal of debris from the roof drains, gutters and scuppers.
3. All debris will be disposed of at the owner's approved on-site location.

(Housekeeping and general rooftop preventive maintenance does not absolve the building owner/customer from keeping effluent and debris from the roof surface. Production-related material is excluded as part of the housekeeping, if standard cleaning timing is insufficient to maintain the integrity of the roofing system. Additionally, if the scheduled cleaning is insufficient to maintain the roof integrity, customer must pay for additional cleaning/inspections or assume responsibility for such cleanings. Customer agrees that all debris on or removed from the roof is the sole property of Customer and it is the sole responsibility of Customer to properly dispose of said debris.)

## **C. ROOF INSPECTION REPORTS**

Tremco will provide roof inspection reports based upon regular inspections. The reports shall become part of the roof database maintained on the RS. Tremco will be excused from performing under this Agreement if prevented or delayed by events not within its control, including events such as floods, fires, accidents, riots, explosions, governmental order, acts or omissions of contractors or other third parties, inability to access the RS, etc.

## **D. OWNER'S RESPONSIBILITIES**

It is agreed by the parties that Tremco by this Agreement does not assume possession or control of any part of the RS. Control and ownership of the RS and all parts of the Building remains solely with the Owner. The Owner is solely responsible for all requirements imposed by any federal, state or local law, ordinance or regulation, and all repair, maintenance and other work with respect to the RS and the Building, except as expressly stated by this Agreement.

The Owner shall at all times exercise reasonable care in the use and maintenance of the RS.

If the Owner does not immediately report leaks in accordance with the leak response program offered herein, Tremco has no responsibility to perform the services described in Section A. If the Owner does not report the leaks in accordance with the leak response program, he shall report the leaks which occur in the RS within the Service Agreement period in writing to Tremco at 3735 Green Road, Beachwood, Ohio 44122, as soon as possible (however, in no event more than thirty (30) days) after leakage is or should have been discovered. In no event is Tremco responsible for any repairs to any part of the Building other than the RS. The liability or expense for such repair is to be assumed and paid by the Owner. If the leak is not within the Service Agreement coverage, Tremco shall advise the Owner, and the Owner shall have repairs performed within thirty (30) days according to Tremco specifications, by a Tremco certified or approved applicator. The Owner agrees to provide Tremco with unrestricted ready access to the RS and all areas of the Building on which the RS is located.

## **E. SERVICE AGREEMENT EXCLUSIONS**

This Service Agreement does not cover any leaks or damage or failure of the RS or any part thereof as a result of:

1. Natural or accidental disasters, including but not limited to, damage caused by lightning, hailstorms, floods, hurricane force winds (74 mph or greater), tornadoes, earthquakes, fire, vandalism, animals, penetration of the membrane or chemical attack by outside agents.
2. Use of materials not specified by Tremco.
3. Any intentional or negligent act on the part of the Owner or third party including, but not limited to, misuse, traffic, storage of or discharge of materials or effluent on the roof. Any repair of these items will be at owner's expense.
4. Distortion, expansion or contraction of the RS caused by faulty original construction or design of building components, including parapet walls, copings, chimneys, skylights, vents or roof deck.

## **F. SERVICE AGREEMENT LIMITATIONS**

Tremco shall have no responsibility and/or liability under this Service Agreement until all bills for installation, supplies and services sold in connection with the RS have been paid in full.

The Owner's rights under this Service Agreement are specific to the Owner and are not transferable.

Tremco obligations under this Agreement may be voided by Tremco based on events described in Section E, change in usage of the Building without the prior written approval of Tremco, repairs, alterations, penetrations of or attachments to the RS without the prior written approval of Tremco, building settlement, deterioration, cracking or failure of the roof deck, coping and parapet walls, infiltration or condensation of moisture in, through or around walls, copings, underlying structure, hardware or equipment, or failure of the Owner to comply with its obligations described in this Agreement.

**G. OTHER TERMS**

IN NO EVENT SHALL TREMCO OR ANY AFFILIATE BE LIABLE FOR ANY DAMAGE TO THE BUILDING ITSELF (OTHER THAN THE RS), THE CONTENTS OF THE BUILDING, OR ANY OTHER SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES. THE AGGREGATE LIABILITY OF TREMCO AND ANY AFFILIATE SHALL NOT IN ANY EVENT EXCEED IN DOLLAR VALUE THE INSTALLED CONTRACT PRICE OF THE RS AND THIS SERVICE AGREEMENT FEE. NEITHER TREMCO NOR ANY AFFILIATE SHALL BE LIABLE FOR ANY DAMAGES WHICH ARE BASED UPON NEGLIGENCE, BREACH OF WARRANTY, STRICT LIABILITY OR ANY OTHER THEORY OF LIABILITY OTHER THAN THE EXCLUSIVE LIABILITY SET FORTH IN THIS SERVICE AGREEMENT.

Either party shall have the right to cancel this agreement without cause with 30 days written notice to the other party with no further obligation of either party. Any balance of funds paid for the service agreement will be returned to Owner prorated based upon the following formula: Number of non-performed maintenance site visits divided by the total number of site visits paid for by Owner times the dollar amount paid by Owner for the site visits outlined in this Service Agreement.

The Owner agrees that this Agreement, and the services and remedies set forth herein, are exclusive, and there are no other agreements between the Owner and Tremco or any affiliate. **THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF TEXAS AND IS PERFORMABLE IN HIDALGO COUNTY, TEXAS.**

The Owner and Tremco hereby agree to the terms, conditions and limitations as set forth herein this Service Agreement.

TREMCO INCORPORATED

By: \_\_\_\_\_

Victor Sopko

Its: Business Manager

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

## rocio.villarreal

---

**From:** Steve Crain [scrain@atlashall.com]  
**Sent:** Tuesday, September 04, 2012 3:08 PM  
**To:** 'rocio.villarreal'  
**Subject:** RE: Old Admin Bldg. Roof

The agreement as revised is fine.

---

**From:** rocio.villarreal [mailto:rocio.villarreal@co.hidalgo.tx.us]  
**Sent:** Tuesday, September 04, 2012 8:15 AM  
**To:** 'Steve Crain'  
**Subject:** FW: Old Admin Bldg. Roof

Mr. Crain as requested. Attached is the modified agreement. Please advise if approve as to form. Thank you.

Rocio Villarreal

---

**From:** Steve Crain [mailto:scrain@atlashall.com]  
**Sent:** Friday, August 31, 2012 10:14 AM  
**To:** 'rocio.villarreal'  
**Subject:** RE: Old Admin Bldg. Roof

Rocio: Upon further reflection take out that sentence and substitute the following: This Agreement shall be governed by the laws of the State of Texas and is performable in Hidalgo County, Texas. When you type this new sentence type it in all caps and bold it. Thanks.

---

**From:** rocio.villarreal [mailto:rocio.villarreal@co.hidalgo.tx.us]  
**Sent:** Friday, August 31, 2012 8:27 AM  
**To:** 'Steve Crain'  
**Subject:** FW: Old Admin Bldg. Roof

Mr. Crain

As requested, in the third paragraph under "G" it has changed to the Hidalgo County and the law of Texas.

Please advise if any more modifications are required. Thank you.



---

**From:** Steve Linsteadt [mailto:SLinsteadt@tremcoinc.com]  
**Sent:** Friday, August 31, 2012 8:23 AM  
**To:** rocio.villarreal  
**Cc:** 'Darlene Betancourt'; 'Ivan Trinidad'; 'Moises Salazar'; 'Richard Garcia'; richard.sunday@co.hidalgo.tx.us  
**Subject:** RE: Old Admin Bldg. Roof



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/02/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MARSH USA INC. 200 PUBLIC SQUARE, SUITE 1000 CLEVELAND, OH 44114-1824  34492 -CAS-CAP-12-13                      WEATH	<b>CONTACT NAME:</b> <b>PHONE (A/C. No. Ext):</b> <b>FAX (A/C. No):</b> <b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> <b>INSURER A :</b> First Continental Services Co. <b>INSURER B :</b> Zurich American Insurance Company                      16535 <b>INSURER C :</b> National Union Fire Ins Co Pittsburgh PA                      19445 <b>INSURER D :</b> American Zurich Insurance Company                      40142 <b>INSURER E :</b> <b>INSURER F :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** CLE-003352427-20                      **REVISION NUMBER:** 3

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			1-GLRPM-01/2012	04/01/2012	04/01/2013	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 9,000,000
								\$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BAP9258789-05	04/01/2012	04/01/2013	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 25,000			13273135	04/01/2012	04/01/2013	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
B D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC9258790-05 (WI) WC9258788-05 (AOS)	04/01/2012 04/01/2012	04/01/2013 04/01/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

## CERTIFICATE HOLDER

WEATHERPROOFING TECHNOLOGIES, INC.  
 3735 GREEN ROAD  
 BEACHWOOD, OH 44122

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
 of Marsh USA Inc.

Kevin J. Robinson-

*Kevin J. Robinson*

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**ADDITIONAL REMARKS SCHEDULE**

AGENCY MARSH USA INC.		NAMED INSURED WEATHERPROOFING TECHNOLOGIES, INC. TREMCO INCORPORATED AND ITS SUBSIDIARIES 3735 GREEN ROAD BEACHWOOD, OH 44122	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

THE GENERAL LIABILITY AND AUTOMOBILE PHYSICAL DAMAGE PLACEMENT IS A DIRECT PLACEMENT. MARSH MANAGEMENT SERVICES (VERMONT) MANAGES THE CAPTIVE INSURER INDICATED HERE. MARSH USA INC. HAS ONLY ACTED IN THE ROLE OF A CONSULTANT TO THE CLIENT WITH RESPECT TO THIS PLACEMENT, WHICH IS INDICATED HERE FOR YOUR CONVENIENCE.

**From:** [Steve Linsteadt](#)  
**To:** [rocio.villarreal](#); "Richard Sunday"  
**Cc:** "Darlene Betancourt"; "Moises Salazar"; "Richard Garcia"; "Ivan Trinidad"; "Valde"; [lauro.torres@co.hidalgo.tx.us](mailto:lauro.torres@co.hidalgo.tx.us)  
**Subject:** Fw: Old Admin Bldg. Roof Proposal from Tremco (WTI), Verifying itMatchesTCPN Contract, Terms, & Provisions  
**Date:** Tuesday, August 28, 2012 9:35:07 AM  
**Attachments:** [2012-13 WTI Sample Insurance Certs.pdf](#)

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Rocio,

As I suspected It is very difficult to get a job specific Insurance Certificate for a job that does not yet exist in our system. The sample Insurance Certificate we submitted indicates our current coverages and compliance with the project requirements. The official Insurance certificate will have Hidalgo County named as the certificate holder and will be provided once we actually get a contract or purchase order from Hidalgo County.

In the meantime we will pursue obtaining a non-job-specific Insurance Certificate naming Hidalgo County as the certificate holder. Please be aware that this process could take several days.

Thanks,  
Steven W. Linsteadt  
Senior Field Advisor  
**Tremco Roofing and Building Maintenance**  
2020 Pecan Drive; Portland, TX 78374  
361.777.3366 Office  
361.510.9163 Cell  
[slinsteadt@tremcoinc.com](mailto:slinsteadt@tremcoinc.com)

Part of the RPM Building Solutions Group

*For the latest information about our roofing and building envelope solutions, visit*  
[www.tremcoroofing.com](http://www.tremcoroofing.com)

*To stay up to date on our sustainable solutions and how they could help you, visit*  
[www.tremcogreenhq.com](http://www.tremcogreenhq.com)

----- Forwarded by Steve Linsteadt/sales/us/tremcoinc/rpm on 08/28/2012 09:15 AM -----

**Ivan Trinidad/sales/us/tremcoinc/rpm**

To Steve Linsteadt/sales/us/tremcoinc/rpm@rpm

cc

08/28/2012 08:55 AM

Subject Re: Fw: Old Admin Bldg. Roof Proposal from Tremco (WTI), Verifying it MatchesTCPN Contract, Terms, & Provisions [Link](#)

It's very difficult to get an insurance cert for a job that doesn't exist yet in our system. We can probably do that but it would take days.