

# TIPS VENDOR AGREEMENT

Between \_\_\_\_\_ and  
(Company Name)

## THE INTERLOCAL PURCHASING SYSTEM (TIPS)

For

## RCSP 170201 Trades, Labor and Materials (JOC)

### General Information

The Vendor Agreement (“Agreement”) made and entered into by and between The Interlocal Purchasing System (hereinafter referred to as “TIPS” respectfully) a government cooperative purchasing program authorized by the Region 8 Education Service Center, having its principal place of business at 4845 US Hwy 271 North, Pittsburg, Texas 75686. This Agreement consists of the provisions set forth below, including provisions of all Attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any Attachment, the provisions set forth shall control.

The vendor Agreement shall include and incorporate by reference this Agreement, the terms and conditions, special terms and conditions, any agreed upon amendments, as well as all of the sections of the solicitation as posted, including any addenda and the awarded vendor’s proposal. Once signed, if an awarded vendor’s proposal varies or is unclear in any way from the TIPS Agreement, TIPS, at its sole discretion, will decide which provision will prevail. Other documents to be included are the awarded vendor’s proposals, task orders, purchase orders and any adjustments which have been issued. If deviations are submitted to TISP by the proposing vendor as provided by and within the solicitation process, this Agreement may be amended to incorporate any agreed deviations.

The following pages will constitute the Agreement between the successful vendors(s) and TIPS. Bidders shall state, in a separate writing, and include with their proposal response, any required exceptions or deviations from these terms, conditions, and specifications. If agreed to by TIPS, they will be incorporated into the final Agreement.

### Definitions

**PURCHASE ORDER** is the TIPS member’s approval providing the authority to proceed with the negotiated delivery order under the Agreement. Special terms and conditions as agreed to between the vendor and TIPS member will be added as addendums to the PO. Items such as certificate of insurance, bonding requirements, small or disadvantaged business goals are some of the addendums possible.

# Terms and Conditions

## **Freight**

All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.

## **Warranty Conditions**

All supplies equipment and services shall include manufacturer's minimum standard warranty unless otherwise agreed to in writing. Vendor shall be an authorized dealer, distributor or manufacturer for all products. All equipment proposed shall be new unless clearly stated in writing.

## **Customer Support**

The Vendor shall provide timely and accurate customer support to TIPS members. Vendors shall respond to such requests within one (1) working day after receipt of the request. Vendor shall provide training regarding products and services supplied by the Vendor unless otherwise clearly stated in writing at the time of purchase. (Unless training is a line item sold or packaged and must be purchased with product.)

## **Agreements**

**All Agreements and agreements** between Vendors and TIPS Members shall strictly adhere to the statutes that are set forth in the Uniform Commercial Code as most recently revised.

**Agreements for purchase** will normally be put into effect by means of a purchase order(s) executed by authorized agents of the participating government entities.

**Davis Bacon Act** requirements will be met when Federal Funds are used for construction and/or repair of buildings.

## **Tax exempt status**

A taxable item sold, leased, rented to, stored, used, or consumed by any of the following governmental entities is exempted from the taxes imposed by this chapter:(1) the United States; (2) an unincorporated instrumentality of the United States; (3) a corporation that is an agency or instrumentality of the United States and is wholly owned by the United States or by another corporation wholly owned by the United States;(4) the State of Texas; (5) a Texas county, city, special district, or other political subdivision; or (6) a state, or a governmental unit of a state that borders Texas, but only to the extent that the other state or governmental unit exempts or does not impose a tax on similar sales of items to this state or a political subdivision of this state. Texas Tax Code § 151.309.

## **Assignments of Agreements**

No assignment of Agreement may be made without the prior written approval of TIPS. Payment can only be made to the awarded Vendor or vendor assigned dealer.

## **Disclosures**

1. Vendor affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this Agreement.
2. Vendor shall attach, in writing, a complete description of any and all relationships that might be considered a conflict of interest in doing business with participants in the TIPS program.
3. The vendor affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this Agreement.

## **Renewal of Agreements**

The Agreement with TIPS is for one (1) year with an option for renewal for additional consecutive years as provided in the solicitation. Total term of Agreement can be up to the number of years provided in the solicitation, if sales are reported through the Agreement and both parties agree.

## **Automatic Renewal Clauses Incorporated in Awarded Vendor Agreements with TIPS Members Resulting from the Solicitation and with the Vendor Named in this Agreement.**

No Agreement for goods or services with a TIPS member by the awarded vendor named in this Agreement that results from the solicitation award named in this Agreement, may incorporate an automatic renewal clause with which the TIPS member must comply. All renewal terms incorporated in an Agreement by the vendor with the TIPS member shall only be valid and enforceable when the vendor receives written confirmation by purchase order or executed Agreement issued by the TIPS member for any renewal period. The purpose of this clause is to avoid a TIPS member inadvertently renewing an Agreement during a period in which the governing body of the TIPS member has not properly appropriated and budgeted the funds to satisfy the Agreement renewal. This term is not negotiable and any Agreement between a TIPS member and a TIPS awarded vendor with an automatic renewal clause that conflicts with these terms is rendered void and unenforceable.

## **Shipments**

The Vendor shall ship ordered products within a commercially reasonable time after the receipt of the order. If a product cannot be shipped within that time, the Vendor shall notify TIPS and

the requesting entity as to why the product has not shipped and shall provide an estimated shipping date, if applicable. TIPS or the requesting entity may cancel the order if estimated shipping time is not acceptable.

### **Invoices**

The Vendor or vendor assigned dealer shall submit invoices, to the TIPS participant. Each invoice shall include the TIPS participant's purchase order number. The shipment tracking number or pertinent information for verification of TIPS participant receipt shall be made available upon request. The Vendor or vendor assigned dealer shall not invoice for partial shipments unless agreed to in writing in advance by TIPS and the TIPS participant.

### **Payments**

The TIPS participant will make payments directly to the Vendor or vendor assigned dealer at net 30 days after receiving invoice.

### **Pricing**

The Vendor Agreements to provide pricing to TIPS and its participating governmental entities that is the lowest pricing available to like cooperative purchasing customers and the pricing shall remain so throughout the duration of the Agreement.

The Vendor agrees to promptly lower the cost of any product purchased through TIPS following a reduction in the manufacturer or publisher's direct cost to the Vendor. Price increases will be honored. However, the Vendor shall honor previous prices for thirty (30) days after written notification to TIPS of an increase.

All pricing submitted to TIPS shall include the participation fee, as provided in the solicitation, to be remitted to TIPS by the Vendor. Vendor will not show adding the fee to the invoice presented to customer. Failure to render the participation fee to TIPS shall constitute a breach of this agreement and shall be grounds for termination of this agreement and any other agreement held with TIPS.

### **Participation Fees**

Vendor or vendor assigned dealer Agreements to pay the participation fee for all Agreement sales to TIPS on a monthly scheduled report. Vendor must login to the TIPS database and use the "Submission Report" section to report sales. The Vendor or vendor assigned dealers are responsible for keeping record of all sales that go through the TIPS Agreement. Failure to pay the participation fee will result in termination of Agreement. Please contact TIPS at [tips@tips-usa.com](mailto:tips@tips-usa.com) or call (866) 839-8477 if you have questions about paying fees.

## **Indemnity**

- 1. Indemnity for Personality Agreements.** Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's performance of this Agreement, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, invitees, whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.
- 2. Indemnity for Performance Agreements.** The Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's work under this Agreement, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, or invitees. Vendor further agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for injuries (including death) to an officer, employee, agent, subcontractors, supplier or equipment lessee of the Vendor, arising out of, or resulting from, Vendor's work under this Agreement whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.

### **Attorney's Fees--Texas Local Government Code § 271.159 is expressly referenced.**

Pursuant to §271.159, TEXAS LOC. GOV'T CODE, in the event that any one of the Parties is required to obtain the services of an attorney to enforce this Agreement, the prevailing party, in addition to other remedies available, shall be entitled to recover reasonable attorney's fees and costs of court.

### **Multiple Vendor Awards**

TIPS reserves the right to award multiple vendor Agreements for categories when deemed in the best interest of the TIPS membership. Bidders scoring 80% or above will be considered for an award. Categories are established at the discretion of TIPS.

### **State of Texas Franchise Tax**

By signature hereon, the bidder hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171, Tax Code.

## **Miscellaneous**

The Vendor acknowledges and agrees that continued participation in TIPS is subject to TIPS sole discretion and that any Vendor may be removed from the participation in the Program at any time with or without cause. Nothing in the Agreement or in any other communication between TIPS and the Vendor may be construed as a guarantee that TIPS participants will submit any orders at any time. TIPS reserves the right to request additional proposals for items already on Agreement at any time.

## **Purchase Order Pricing/Product Deviation**

If a deviation of pricing/product on a purchase order occurs, TIPS is to be notified within 24 hours of receipt of order.

## **Cancellation for non-performance or Agreement deficiency**

TIPS may terminate any Agreement if TIPS Members have not used the Agreement, or if purchase volume is determined to be “low volume” in any 12-month period. TIPS reserves the right to cancel the whole or any part of this Agreement due to failure by awarded vendor to carry out any obligation, term or condition of the Agreement. TIPS may issue a written deficiency notice to awarded vendor for acting or failing to act in any of the following:

- Providing material that does not meet the specifications of the Agreement;
- Providing work and/or material that was not awarded under the Agreement;
- Failing to adequately perform the services set forth in the scope of work and specifications;
- Failing to complete required work or furnish required materials within a reasonable amount of time;
- Failing to make progress in performance of the Agreement and/or giving TIPS reason to believe that awarded vendor will not or cannot perform the requirements of the Agreement; and/or
- Performing work or providing services under the Agreement prior to receiving a TIPS reviewed purchase order for such work.

Upon receipt of the written deficiency, awarded vendor shall have ten (10) days to provide a satisfactory response to TIPS. Failure to adequately address all issues of concern may result in Agreement cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by awarded vendor under this Agreement shall become the property of the TIPS Member on demand.

## **TIPS Member Purchasing Procedures**

Purchase orders are issued by participating TIPS member to the awarded vendor indicating on the PO “Agreement Number”. Purchase Order is emailed to TIPS at [tipspo@tips-usa.com](mailto:tipspo@tips-usa.com).

- Awarded vendor delivers goods/services directly to the participating member.

- Awarded vendor invoices the participating TIPS member directly.
- Awarded vendor receives payment directly from the participating member.
- Awarded vendor reports sales monthly to TIPS (unless prior arrangements have been made with TIPS to report monthly).

### **Form of Agreement**

If a vendor submitting an offer requires TIPS and/or TIPS Member to sign an additional agreement, a copy of the proposed agreement must be included with the proposal. In response to submitted supplemental Vendor Agreement documents, TIPS will review proposed vendor Agreement documents. Vendor's Agreement document shall not become part of TIPS's Agreement with vendor unless and until an authorized representative of TIPS reviews and approves it.

### **Licenses**

Awarded vendor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by awarded vendor. Awarded vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the Agreement. TIPS reserves the right to stop work and/or cancel Agreement of any awarded vendor whose license(s) expire, lapse, are suspended or terminated.

### **Novation**

If awarded vendor sells or transfers all assets or the entire portion of the assets used to perform this Agreement, a successor in interest must guarantee to perform all obligations under this Agreement. TIPS reserves the right to accept or reject any new party. A simple change of name agreement will not change the Agreement obligations of awarded vendor.

### **Site Requirements (when applicable to service or job)**

Cleanup: Awarded vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by TIPS Member. Upon completion of work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition.

Preparation: Awarded vendor shall not begin a project for which TIPS Member has not prepared the site, unless awarded vendor does the preparation work at no cost, or until TIPS Member includes the cost of site preparation in a purchase order.

Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.

Registered sex offender restrictions: For work to be performed at schools, awarded vendor agrees that no employee of a sub-contractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or reasonably expected to be present.

Awarded vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the TIPS Member's discretion. Awarded vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge. Safety measures: Awarded vendor shall take all reasonable precautions for the safety of employees on the worksite, and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Awarded vendor shall post warning signs against all hazards created by the operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.

### **Smoking**

Persons working under Agreement shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.

### **Invoices**

The awarded vendor shall submit invoices to the participating entity clearly stating "Per TIPS Agreement". The shipment tracking number or pertinent information for verification shall be made available upon request.

### **Marketing**

Awarded vendor agrees to allow TIPS to use their name and logo within website, marketing materials and advertisement. Any use of TIPS name and logo or any form of publicity, inclusive of press release, regarding this Agreement by awarded vendor must have prior approval from TIPS.

### **Supplemental agreements**

The entity participating in the TIPS Agreement and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this Agreement i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this Agreement is exclusively between the participating entity and awarded vendor. TIPS, its agents, TIPS members and employees shall not be made party to any claim for breach of such agreement.

### **Survival Clause**

All applicable software license agreements, warranties or service agreements that were entered into between Vendor and Customer under the terms and conditions of the Agreement shall survive the expiration or termination of the Agreement. All Purchase Orders issued and accepted by Order Fulfiller shall survive expiration or termination of the Agreement.



**Legal obligations**

It is the responding vendor's responsibility to be aware of and comply with all local, state and federal laws governing the sale of products/services identified in this RFP and any awarded Agreement thereof. Applicable laws and regulations must be followed even if not specifically identified herein.

**Audit rights**

Awarded Vendor shall, at their sole expense, maintain appropriate due diligence of all purchases made by TIPS Member that utilizes this Agreement. TIPS and Region 8 ESC each reserve the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. TIPS shall have authority to conduct random audits of Awarded Vendor's pricing that is offered to TIPS Members. Notwithstanding the foregoing, in the event that TIPS is made aware of any pricing being offered to eligible entities that is materially inconsistent with the pricing under this agreement, TIPS shall have the ability to conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 8 ESC or TIPS.

**Force Majeure**

If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and fully particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

**Services**

When applicable, performance bonds and payment bonds will be required on construction or labor required jobs. Awarded vendor will meet the TIPS member's local and state purchasing requirements. Awarded vendors may need to provide additional capacity as jobs increase. Bonds will not require that a fee be paid to TIPS. The actual cost of the bond will be a pass through to the TIPS member and added to the purchase order or Agreement.

**Scope of Services**

The specific scope of work for each job shall be determined in advance and in writing between TIPS Member and Awarded vendor. It is okay if the TIPS member provides a general scope, but the awarded vendor should provide a written scope of work to the TIPS member as part of the proposal.

Once the scope of the job is agreed to, the TIPS member will issue a PO and/or an Agreement with the estimate referenced as an attachment along with bond and any other special provisions agreed to for the TIPS member. If special terms and conditions other than those covered within this solicitation and awarded Agreements are required, they will be attached to the PO and shall take precedence over those in the base Agreement.

### **Project Delivery Order Procedures**

The TIPS member having approved and signed an interlocal agreement, or other TIPS membership document, may make a request of the awarded vendor under this Agreement when the TIPS member has services that need to be undertaken. Notification may occur via phone, the web, email, fax, or in person.

Upon notification of a pending request, the awarded vendor shall make contact with the TIPS member as soon as possible, but must make contact with the TIPS member within two working days.

### **Scheduling of Projects**

Scheduling of projects (if applicable) will be accomplished when the TIPS member issues a purchase order that will serve as "the notice to proceed". The period for the delivery order will include the mobilization, materials purchase, installation and delivery, design, weather, and site cleanup and inspection. No additional claims may be made for delays as a result of these items. When the tasks have been completed the awarded vendor shall notify the client and have the TIPS member inspect the work for acceptance under the scope and terms in the PO. The TIPS member will issue in writing any corrective actions that are required. Upon completion of these items, the TIPS member will issue a completion notice and final payment will be issued.

### **Support Requirements**

If there is a dispute between the awarded vendor and TIPS member, TIPS or its representatives will assist in conflict resolution or third party (mandatory mediation), if requested by either party. TIPS, or its representatives, reserves the right to inspect any project and audit the awarded vendors TIPS project files, documentation and correspondence.

### **Incorporation of Solicitation**

The TIPS Request for Proposals or the Request for Competitive Sealed Proposals solicitation and all associated documents and forms made part of the solicitation process, including any addenda, that resulted in the execution of this agreement are hereby incorporated by reference into this agreement as if copied verbatim.

## Special Terms and Conditions

It is the intent of TIPS to Agreement with a reliable, high performance vendor to supply products and services to government and educational agencies. It is the experience of TIPS that the following procedures provide TIPS, the Vendor, and the participating agency the necessary support to facilitate a mutually beneficial relationship. The specific procedures will be negotiated with the successful vendor.

- **Agreements:** All vendor purchase orders and/or Agreements/agreements must be emailed to TIPS at tipspo@tips-usa.com. Should an agency send an order direct to vendor, it is the vendor's responsibility to forward the order to TIPS at the email above within 24 business hours and confirm its receipt with TIPS.
  - **Promotion of Agreement:** It is agreed that Vendor will encourage all eligible entities to purchase from the TIPS Program. Encouraging entities to purchase directly from the Vendor and not through TIPS Agreement is a violation of the terms and conditions of this Agreement and will result in removal of the Vendor from the TIPS Program.
  - **Daily Order Confirmation:** All Agreement purchase orders will be approved daily by TIPS and sent to vendor. The vendor must confirm receipt of orders to the TIPS member (customer) within 24 business hours.
  - **Vendor custom website for TIPS:** If Vendor is hosting a custom TIPS website, then updated pricing must be posted by 1<sup>st</sup> of each month.
  - **Back Ordered Products:** If product is not expected to ship within 3 business days, customer is to be notified within 24 hours and appropriate action taken based on customer request.
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Term of Agreement is one year with renewal options for up to two additional years as provided in the solicitation.

# TIPS Vendor Agreement Signature Form

RCSP 170201 Trades, Labor and Materials (JOC)

RCSP 170201 Trades, Labor and Materials (JOC)

Company Name Castro Roofing of Texas, LLC

Address 4854 Olson Dr.

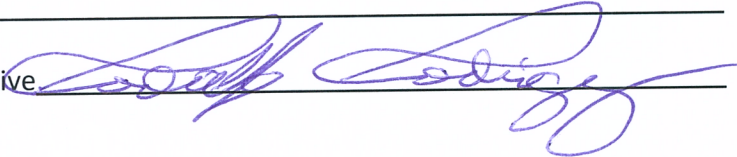
City Dallas State TX Zip 75227

Phone 214-381-8108 Fax 214-381-8109

Email of Authorized Representative Rudy@CastroRoofing.com

Name of Authorized Representative Rodolfo Rodriguez

Title CEO

Signature of Authorized Representative 

Date 3-13-17

TIPS Authorized Representative Name Meredith Barton

Title Vice-President of Operations

TIPS Authorized Representative Signature Meredith Barton

Approved by ESC Region 8 David Wayne Fatta

Date 3/23/2017

# The Interlocal Purchasing System (TIPS Cooperative) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Mr. David Mabe General Manager	Address	Region VIII Education Service Center 4845 US Highway 271 North Pittsburg, TX 75686	Address
Email	david.mabe@tips-usa.com	Contact	Kim Thompson, TIPS Office Manager	Contact
Phone	+1 (903) 243-4759	Department		Department
Fax	+1 (866) 749-6674	Building		Building
Bid Number	170201 Addendum 1	Floor/Room		Floor/Room
Title	Trades, Labor and Materials (JOC)	Telephone	+1 (866) 839-8477	Telephone
Bid Type	RFP	Fax	+1 (866) 839-8472	Fax
Issue Date	2/2/2017 08:00 AM (CT)	Email	bids@tips-usa.com	Email
Close Date	3/17/2017 03:00:00 PM (CT)			

## Supplier Information

Company	Castro Roofing of Texas
Address	4854 Olson Drive  Dallas, TX 75227-2103
Contact	Rodolfo Rodriguez
Department	
Building	
Floor/Room	
Telephone	(214) 381-8108
Fax	(214) 381-8109
Email	rudy@castroroofing.com
Submitted	3/15/2017 12:42:54 PM (CT)
Total	\$0.00

By submitting your response, you certify that you are authorized to represent and bind your company.

Signature Rodolfo Rodriguez

Email rudy@castroroofing.com

## Supplier Notes

## Bid Notes

## Bid Activities

## Bid Messages

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**Bid Attributes**

Please review the following and respond where necessary

#	Name	Note	Response
1	Yes - No	Disadvantaged/Minority/Women Business Enterprise - D/M/WBE (Required by some participating governmental entities) Vendor certifies that their firm is a D/M/WBE? Vendor must upload proof of certification to the "Response Attachments" D/M/WBE CERTIFICATES section.	Yes
2	Yes - No	Highly Underutilized Business - HUB (Required by some participating governmental entities) Vendor certifies that their firm is a HUB? Vendor must upload proof of certification to the "Response Attachments" HUB CERTIFICATES section.	Yes
3	Yes - No	The Vendor can provide services and/or products to all 50 US States?	Yes
4	States Served:	If answer is NO to question #3, please list which states can be served. (Example: AR, OK, TX)	
5	Company and/or Product Description:	This information will appear on the TIPS website in the company profile section, if awarded a TIPS contract. (Limit 750 characters.)	Our Promise is to permanently stop your nightmare roof leaks, extend the life of your existing roof, help maximize your insurance claim, empower you to make smart roofing decisions, and ultimately to reduce your stress and increase your happiness. We call it Total Roof Health Solutions.
6	Primary Contact Name	Primary Contact Name	Rudy Rodriguez
7	Primary Contact Title	Primary Contact Title	CEO
8	Primary Contact Email	Primary Contact Email	Rudy@CastroRoofing.com
9	Primary Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8108
10	Primary Contact Fax	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8109
11	Primary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-729-6893
12	Secondary Contact Name	Secondary Contact Name	Juan Rodriguez
13	Secondary Contact Title	Secondary Contact Title	Production Manager
14	Secondary Contact Email	Secondary Contact Email	Juan@CastroRoofing.com
15	Secondary Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8108
16	Secondary Contact Fax	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8109
17	Secondary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-729-6896
18	Admin Fee Contact Name	Admin Fee Contact Name. This person is responsible for paying the admin fee to TIPS.	Rudy Rodriguez

19	Admin Fee Contact Email	Admin Fee Contact Email	Rudy@CastroRoofing.com
20	Admin Fee Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8108
21	Purchase Order Contact Name	Purchase Order Contact Name. This person is responsible for receiving Purchase Orders from TIPS.	Juan Rodriguez
22	Purchase Order Contact Email	Purchase Order Contact Email	Juan@CastroRoofing.com
23	Purchase Order Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	214-381-8108
24	Company Website	Company Website (Format - www.company.com)	www.CastroRoofing.com
25	Federal ID Number:	Federal ID Number also known as the Employer Identification Number. (Format - 12-3456789)	75-2365883
26	Primary Address	Primary Address	4854 Olson Dr.
27	Primary Address City	Primary Address City	Dallas
28	Primary Address State	Primary Address State (2 Digit Abbreviation)	TX
29	Primary Address Zip	Primary Address Zip	75227
30	Search Words:	Please list search words to be posted in the TIPS database about your company that TIPS website users might search. Words may be product names, manufacturers, or other words associated with the category of award. YOU MAY NOT LIST NON-CATEGORY ITEMS. (Limit 500 words) (Format: product, paper, construction, manufacturer name, etc.)	Roofing, commercial roofing, leak repairs, roof maintenance, maintenance, emergency repairs, storm damage, new roof, roof repair.
31	Yes - No	Do you wish to be eligible to participate in a TIPS contract in which a TIPS member utilizes federal funds on contracts exceeding \$100,000? (Non-Construction)	Yes
32	Yes - No	Certification of Residency (Required by the State of Texas) Company submitting bid is a Texas resident bidder?	Yes
33	Company Residence (City)	Vendor's principal place of business is in the city of?	Dallas
34	Company Residence (State)	Vendor's principal place of business is in the state of?	Texas
35	Pricing Information:	Pricing information section. (Questions 36 - 38)	(No Response Required)
36	Yes - No	Pricing submitted includes the TIPS administration fee?	Yes
37	Yes - No	Vendor agrees to remit to TIPS the required administration fee?	Yes
38	Yes - No	Additional discounts to TIPS members for bulk quantities or scope of work?	Yes
39	Years Experience	Company years experience in this category?	27
40	Prices are guaranteed for?	(__Month(s), __ Year(s), or Term of Contract) (Standard term is "Term of Contract")	Standard term is "Term of Contract"
41	Estimating Requirements	Awarded contractor must use Cost Works, JOC Works, RS Means Online, 4 Clicks, or Other Approved estimating software. If the contractor selects "Other Software", please make the request for approval in the next attribute question.	RS Means Online

- 42 Other Estimating Software Please list the program name, website address and phone number of the requested estimating software. Xactimate;  
https://www.xactware.com/en-us/solutions/cla  
; 800-424-9228
- 43 NON-COLLUSIVE BIDDING CERTIFICATE By submission of this bid or proposal, the Bidder certifies that: (No Response Required)
- 1) This bid or proposal has been independently arrived at without collusion with any other Bidder or with any Competitor;
  - 2) This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or proposals for this project, to any other Bidder, Competitor or potential competitor;
  - 3) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
  - 4) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the Bidder as well as to the person signing in its behalf. Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered.
- 44 CONFLICT OF INTEREST QUESTIONNAIRE - FORM CIQ If you have a conflict of interest as described in this form or the Local Government Code Chapter 176, cited therein- you are required to complete and file with TIPS, Richard Powell, 4845 US Highway 271 North, Pittsburg, Texas 75686 No
- You may find the Blank CIQ form on our website at:
- Copy and Paste the following link into a new browser or tab:  
<https://www.tips-usa.com/assets/documents/docs/CIQ.pdf>
- Do you have any conflicts under this statutory requirement?
- 45 Filing of Form CIQ If yes (above), have you filed a form CIQ as directed here?



46 Certification Regarding Lobbying

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds. Yes, I certify  
Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

You may find the Blank Certification Regarding Lobbying form on our website at:

Copy and Paste the following link into a new browser or tab:

<https://www.tips-usa.com/assets/documents/docs/CRL.pdf>

Do you certify the three (3) certification of lobbying statements above? If you do not certify the three (3) statements above please download the Certification Regarding Lobbying form, fill out the form, sign the form, scan the form and upload to the Certification Regarding Lobbying section on the "Response Attachments" tab.

47 Regulatory Standing

I certify to TIPS for the proposal attached that my company is in good standing with all governmental agencies Federal or state that regulate any part of our business operations. If not, please explain in the next attribute question.

Yes

48 Regulatory Standing

Regulatory Standing explanation of no answer.

49 Antitrust Certification Statements (Tex. Government Code § 2155.005)

By submission of this bid or proposal, the Bidder certifies that: (No Response Required)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law;

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

## Instructions for Certification:

(No Response Required)

1. By agreeing to the form, the prospective lower tier participant is providing the certification set out on the form in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and / or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participants," "person," "primary covered transaction," "principal," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies,

including suspension and / or debarment.

51 Suspension or Debarment Certification Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Yes

By submitting this offer and certifying this section, this bidder:

Certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract as described above.

52 Non-Discrimination Statement and Certification In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Yes

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

(Title VI of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Title 7 CFR Parts 15, 15a, and 15b; the Americans with Disabilities Act; and FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities) USDA is an equal opportunity provider, employer, and lender.

Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered. I

certify that in the performance of a contract with TIPS or its members, that our company will conform to the foregoing anti-discrimination statement and comply with the cited law and regulations.

- 53 2 CFR PART 200 Contract Provisions Explanation (No Response Required)
- Required Federal contract provisions of Federal Regulations for Contracts for contracts with ESC Region 8 and TIPS Members:
- The following provisions are required to be in place and agreed if the procurement is funded in any part with federal funds.
- The ESC Region 8 and TIPS Members is the subgrantee or Subrecipient by definition. The federal Rule numbering or identification below is only for reference purpose on this form and does not identify an actual Federal designation or location of the rule. The Rules are located in 2 CFR PART 200 - Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards at 2 CFR PART 200.
- In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.
- 54 2 CFR PART 200 (A) Contracts Yes
- Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate. Notice: Pursuant to Federal Rule (A) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.
- Does vendor agree?
- 55 2 CFR PART 200 (B) Termination Yes
- Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)
- Pursuant to Federal Rule (B) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members reserves the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for cause after giving the vendor an appropriate opportunity and up to 30 days, to cure the causal breach of terms and conditions. ESC Region 8 and TIPS Members reserves the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for convenience with 30 days notice in writing to the awarded vendor. The vendor would be compensated for work performed and goods procured as of the termination date if for convenience of the ESC Region 8 and TIPS Members. Any award under this procurement process is not exclusive and the ESC Region 8 and TIPS reserves the right to purchase goods and services from other vendors when it is in the best interest of the ESC Region 8 and TIPS.
- Does vendor agree?

56	2 CFR PART 200 (G) Clean Air Act	<p>Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).</p> <p>Pursuant to Federal Rule (G) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members requires that the proposer certify that during the term of an award by the ESC Region 8 and TIPS Members resulting from this procurement process the vendor agrees to the terms listed and referenced therein.</p> <p>Does vendor agree?</p>	Yes
57	2 CFR PART 200 (H) Debarment and Suspension	<p>Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.</p> <p>Pursuant to Federal Rule (H) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members requires the proposer certify that during the term of an award by the ESC Region 8 and TIPS Members resulting for this procurement process the vendor certifies that they are not debarred from receiving a contract from the federal government as provided therein.</p> <p>Does vendor agree?</p>	Yes
58	2 CFR PART 200 (I) Byrd Anti-Lobbying Amendment	<p>Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.</p> <p>Pursuant to Federal Rule (I) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members requires the proposer certify that during the term and after the awarded term of an award by the ESC Region 8 and TIPS Members resulting for this procurement process the vendor certifies to the terms included or referenced therein.</p> <p>Does vendor agree?</p>	Yes

59	2 CFR PART 200 Federal Rule (12)	<p>Federal Rule (12) Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). (Contracts, subcontracts, and subgrants of amounts in excess of \$100,000)</p> <p>Pursuant to Federal Rule (12) above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members requires the proposer certify that in performance of the contracts, subcontracts, and subgrants of amounts in excess of \$100,000, the vendor will be in compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).</p> <p>Does vendor certify that it is in compliance with the Clean Air Act?</p>	Yes
60	2 CFR PART 200 Procurement of Recovered Materials	<p>A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with</p> <p>maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.</p> <p>Does vendor certify that it is in compliance with the Solid Waste Disposal Act as described above?</p>	Yes

61 Indemnification

The ESC Region 8 and TIPS is a Texas Political Subdivision and a local governmental entity; therefore, is prohibited from indemnifying third parties pursuant to the Texas Constitution (Article 3, Section 52) except as specifically provided by law or as ordered by a court of competent jurisdiction. A provision in a contract to indemnify or hold a party harmless is a promise to pay for any expenses the indemnified party incurs, if a specified event occurs, such as breaching the terms of the contract or negligently performing duties under the contract. Article III, Section 49 of the Texas Constitution states that "no debt shall be created by or on behalf of the State ... " The Attorney General has counseled that a contractually imposed obligation of indemnity creates a "debt" in the constitutional sense. Tex. Att'y Gen. Op. No. MW-475 (1982). Contract clauses which require the System or institutions to indemnify must be deleted or qualified with "to the extent permitted by the Constitution and Laws of the State of Texas." Liquidated damages, attorney's fees, waiver of vendor's liability, and waiver of statutes of limitations clauses should also be deleted or qualified with "to the extent permitted by the Constitution and laws of State of Texas." Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered. Do you agree to these terms?

Yes

62 Remedies

The parties shall be entitled to exercise any right or remedy available to it either at law or in equity, subject to the choice of law, venue and service of process clauses limitations agreed herein. Nothing in this agreement shall commit the TIPS to an arbitration resolution of any disagreement under any circumstances. Any Claim arising out of or related to the Contract, except for those specifically waived under the terms of the Contract, may, after denial of the Board of Directors, be subject to mediation at the request of either party. Any issues not resolved hereunder must be referred to non-binding mediation to be conducted by a mutually agreed upon mediator as a prerequisite to the filing of any lawsuit over such issue(s). The parties shall share the mediator's fee and any associated filing fee equally. Mediation shall be held in Camp or Titus County, Texas. Agreements reached in mediation shall be reduced to writing, and will be subject to the approval by the District's Board of Directors, signed by the Parties if approved by the Board of Directors, and, if signed, shall thereafter be enforceable as provided by the laws of the State of Texas. Do you agree to these terms?

Yes, I Agree

63 Remedies Explanation of No Answer



64	Choice of Law	<p>This agreement and any addenda or other additions and all contracts or awards resulting from this procurement process, however described, shall be governed by, construed and enforced in accordance with the laws of the State of Texas, regardless of any conflict of laws principles.</p> <p>Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered. Do you agree to these terms?</p>	Yes
65	Jurisdiction and Service of Process	<p>Any Proceeding arising out of or relating to this procurement process or any contract issued by TIPS resulting from or any contemplated transaction shall be brought in a court of competent jurisdiction in Camp County, Texas and each of the parties irrevocably submits to the exclusive jurisdiction of said court in any such proceeding, waives any objection it may now or hereafter have to venue or to convenience of forum, agrees that all claims in respect of the Proceeding shall be heard and determined only in any such court, and agrees not to bring any proceeding arising out of or relating to this procurement process or any contract resulting from or any contemplated transaction in any other court. The parties agree that either or both of them may file a copy of this paragraph with any court as written evidence of the knowing, voluntary and freely bargained for agreement between the parties irrevocably to waive any objections to venue or to convenience of forum. Process in any Proceeding referred to in the first sentence of this Section may be served on any party anywhere in the world. Venue clauses in contracts with TIPS members may be determined by the parties.</p> <p>Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered. Do you agree to these terms?</p>	Yes
66	Alternative Dispute Resolution	<p>Prior to filing of litigation, the parties may select non-binding mediation as a method of conflict resolution for issues arising out of or relating to this procurement process or any contract resulting from or any contemplated transaction. The parties agree that if nonbinding mediation is chosen as a resolution process, the parties must agree to the chosen mediator(s) and that all mediation venue shall be at a location in Camp or Titus, County, Texas agreed by the parties. The parties agree to share equally the cost of the mediation process and venue cost.</p> <p>Do you agree to these terms?</p>	Yes, I Agree
67	Alternative Dispute Resolution Explanation of No Answer		
68	Infringement(s)	<p>The successful vendor will be expected to indemnify and hold harmless the TIPS and its employees, officers, agents, representatives, contractors, assignees and designees from any and all third party claims and judgments involving infringement of patent, copyright, trade secrets, trade or service marks, and any other intellectual or intangible property rights in connection with the vendor's proposal or ultimate contracts awarded and approved.</p>	Yes, I Agree

Do you agree to these terms?

69 Infringement(s) Explanation of No Answer

70 Acts or Omissions

The successful vendor will be expected to indemnify and hold harmless the TIPS, its officers, employees, agents, representatives, contractors, assignees and designees from and against any and all liability, actions, claims, demands or suits, and all related costs, attorney's fees and expenses arising out of, or resulting from any acts or omissions of the vendor or its agents, employees, subcontractors, or suppliers in the execution or performance of any agreements ultimately made by TIPS and the vendor.  
Do you agree to these terms?

Yes, I Agree

71 Acts or Omissions Explanation of No Answer

72 Contract Governance

Any contract made or entered into by the TIPS is subject to and is to be governed by Section 271.151 et seq, Tex Loc Gov't Code. Otherwise, TIPS does not waive its governmental immunities from suit or liability except to the extent expressly waived by other applicable laws in clear and unambiguous language.

Yes

73 Payment Terms and Funding Out Clause

Payment Terms:  
TIPS members pay net 30 or at point of sale and complies with the State of Texas payment law, Texas Government Code, Chapter 2251. See statute for specifics or consult your legal counsel. These are minimum terms required of the TIPS member in Texas by law and the parties may negotiate custom payment terms as desired provided they do not violate the statutory requirements. Statutory or binding regulations control TIPS members in this contract.  
Funding out Clause:  
Pursuant to Texas Local Government Code Sec. 271.903, any proposal offer accepted by TIPS and its members and all contracts to be approved are subject to the budgeting and appropriation of then currently available funds. See statute for specifics or consult your legal counsel.  
Not a negotiable term. Failure to agree will render your proposal non-responsive and it will not be considered. Do you agree to these terms?

Yes

74 Insurance and Fingerprint Requirements Information

Insurance

If applicable and your staff will be on TIPS member premises for delivery, training or installation etc. and/or with an automobile, you must carry automobile insurance as required by law. You may be asked to provide proof of insurance.

Fingerprint

It is possible that a vendor may be subject to Chapter 22 of the Texas Education Code. The Texas Education Code, Chapter 22, Section 22.0834. Statutory language may be found at: <http://www.statutes.legis.state.tx.us/>

If the vendor has staff that meet both of these criterion:  
(1) will have continuing duties related to the contracted services; and

(2) has or will have direct contact with students

Then you have "covered" employees for purposes of completing the attached form.

TIPS recommends all vendors consult their legal counsel for guidance in compliance with this law. If you have questions on how to comply, see below. If you have questions on compliance with this code section, contact the Texas Department of Public Safety Non-Criminal Justice Unit, Access and Dissemination Bureau, FAST-FACT at

NCJU@txdps.state.tx.us and you should send an email identifying you as a contractor to a Texas Independent School District or ESC Region 8 and TIPS. Texas DPS phone number is (512) 424-2474.

See form in the next attribute to complete entitled:

Texas Education Code Chapter 22 Contractor Certification for Contractor Employees

(No Response Required)

75	Texas Education Code Chapter 22 Contractor Certification for Contractor Employees	<p>Introduction: Texas Education Code Chapter 22 requires entities that contract with school districts to provide services to obtain criminal history record information regarding covered employees. Contractors must certify to the district that they have complied. Covered employees with disqualifying criminal histories are prohibited from serving at a school district.</p> <p>Definitions: Covered employees: Employees of a contractor or subcontractor who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes direct contact with students. Disqualifying criminal history: Any conviction or other criminal history information designated by the District, or one of the following offenses, if at the time of the offense, the victim was under 18 or enrolled in a public school:</p> <p>(a) a felony offense under Title 5, Texas Penal Code; (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure; or (c) an equivalent offense under federal law or the laws of another state.</p> <p>I certify that:</p> <p>NONE (Section A) of the employees of Contractor and any subcontractors are covered employees, as defined above. If this box is checked, I further certify that Contractor has taken precautions or imposed conditions to ensure that the employees of Contractor and any subcontractor will not become covered employees. Contractor will maintain these precautions or conditions throughout the time the contracted services are provided.</p> <p>OR</p> <p>SOME (Section B) or all of the employees of Contractor and any subcontractor are covered employees. If this box is checked, I further certify that:</p> <p>(1) Contractor has obtained all required criminal history record information regarding its covered employees. None of the covered employees has a disqualifying criminal history.</p> <p>(2) If Contractor receives information that a covered employee subsequently has a reported criminal history, Contractor will immediately remove the covered employee from contract duties and notify the District in writing within 3 business days.</p> <p>(3) Upon request, Contractor will provide the District with the name and any other requested information of covered employees so that the District may obtain criminal history record information on the covered employees.</p> <p>(4) If the District objects to the assignment of a covered employee on the basis of the covered employee's criminal history record information, Contractor agrees to discontinue using that covered employee to provide services at the District.</p> <p>Noncompliance or misrepresentation regarding this certification may be grounds for contract termination.</p>	None
76	Solicitation Deviation/Compliance	Does the vendor agree with the General Conditions Standard Terms and Conditions or Item Specifications listed in this proposal invitation?	Yes

- 77 Solicitation Exceptions/Deviations Explanation If the bidder intends to deviate from the General Conditions Standard Terms and Conditions or Item Specifications listed in this proposal invitation, all such deviations must be listed on this attribute, with complete and detailed conditions and information included or attached.  
TIPS will consider any deviations in its proposal award decisions, and TIPS reserves the right to accept or reject any bid based upon any deviations indicated below or in any attachments or inclusions.  
In the absence of any deviation entry on this attribute, the proposer assures TIPS of their full compliance with the Standard Terms and Conditions, Item Specifications, and all other information contained in this Solicitation.
- 78 Agreement Deviation/Compliance Does the vendor agree with the language in the Vendor Agreement? Yes
- 79 Agreement Exceptions/Deviations Explanation If the proposing Vendor desires to deviate from the Vendor Agreement language, all such deviations must be listed on this attribute, with complete and detailed conditions and information included. TIPS will consider any deviations in its proposal award decisions, and TIPS reserves the right to accept or reject any proposal based upon any deviations indicated below. In the absence of any deviation entry on this attribute, the proposer assures TIPS of their full compliance with the Vendor Agreement.

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Line Items

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Response Total: \$0.00

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REFERENCES
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Please provide three (3) references, preferably from school districts or other governmental entities who have used your services within the last three years. Additional references may be required. DO NOT INCLUDE TIPS EMPLOYEES AS A REFERENCE.

You may provide more than three (3) references.

Entity Name	Contact Person	Email	Phone
Texas Woman's University	Steve Adcock	Sadcock@TWU.edu	(940) 465-4086
Nocona ISD	Vickie Gearheart	Vickie.Gearheart@noconaisd.net	(940) 825-3267
Waxahachie ISD	Mikel Craig	micraig@wisd.org	(972) 923-4631
Ponder ISD	Chance Allen	CAllen@ponderisd.net	(940) 479-8202
Texas A&M	Terry Goen	Terry.Goen@sscscserv.com	(903) 468-2838
City of Ft. Worth	Jaime Aguilon	Ronald.Allen@fortworthtexas.gov	(817) 392-7864
Fort Worth ISD	Gil Griffin	thom.jackson@fwisd.org	(817) 871-3361



QUALIFICATION  
STATEMENT





## GENERAL INFORMATION

**Company Name**

Castro Roofing of Texas, LLC

**Federal ID**

75-2365883

**Company Address**

4854 Olson Drive  
Dallas, Texas 75227

**Contact Information**

800-759-1879  
214-381-8108  
Fax 214-381-8109  
info@CastroRoofing.com  
www.CastroRoofing.com

**Owner, President, and CEO**

Rudy Rodriguez

**Owner and Vice President**

Angel Rodriguez, Sr.

**Owner and Vice President**

Angel Rodriguez, Jr.

**Owner, Secretary, and Treasurer**

Juan Rodriguez

**Business Started**

December 6, 1990

**Insurance Agent**

MHBT  
8144 Walnut Hill Lane  
Dallas, Texas 75231  
972-770-1600 • Fax 972-770-1699

**Bonding Agent**

PCL Contract Bonding Agency  
3010 LBJ Freeway Ste 920  
Dallas, Texas 75234-7004  
972-459-4749 • Fax 972-459-4535

**Bonding Company**

SureTec Insurance  
Capacity — mid-high (7 figures)  
Per project — low-mid (7 figures)  
A Rating — (excellent)

**Bank Reference**

Comerica Bank  
Bank Representative — Sue Region  
214-328-8555 • Fax 214-321-1475

**Credit References**

RSG  
2251 Stemmons  
Dallas, Texas 75220  
214-358-2600 • Fax 214-357-7878

**ABC**

2300 E. Pioneer  
Irving, TX 75061  
972-953-0701 • Fax 972-953-0702

Oldham Lumber  
8738 Forney Road  
Dallas, Texas 75227  
214-821-5194 • Fax 214-381-7393

Soprema, Inc.  
310 Quadral Drive  
Wadsworth, Ohio 44281  
800-356-3521 • Fax 330-335-9504

**Minority Certifications**

**(SBA 8a)**  
U.S. Small Business Administration

**(SDB)**  
Small Disadvantage Business

**(HUB)**  
Historically Under-utilized Business

**(D/FWMBDC)**  
Dallas / Fort Worth Minority Business  
Development Council

**(NCRCA)**  
North Central Regional  
Certification Agency

**(NRCA)**  
National Roofing  
Contractors Association

**(NTRCA)**  
North Texas Roofing  
Contractors Association

**Dun & Bradstreet, Inc.**  
Duns Number 784220618  
CAGE Code 1SCQ3  
NAICS Code 238160  
SIC Code: 1761, 1799, 1711 & 5033

## DESCRIPTION OF OPERATIONS

### General Work Performed

Castro Roofing operates as a commercial roofing and sheet metal contractor, primarily operating within North America. Work performed includes re-roofing and new construction primarily utilizing built-up asphalt, built-up coal tar pitch, modified bitumen membrane, single-ply membrane, and metal roof systems. Work also includes metal roof systems, shop fabrication, and field installation of roof related sheet metal, siding, coping, fascias, gutters, and downspouts.

### Other Types of Work Performed

Castro Roofing's **STORMHAWKS** commercial roofing special storm unit specializes in storm damage assessment and has assembled a team of insurance experts to help policy holders with their storm damage claim.

Castro Roofing's **PERMANENT ROOF LEAK REPAIR** provides permanent roof leak repairs for nightmare leaks. Castro Roofing recognizes that untreated roof leaks or other related roof failures can be detrimental to your roof, business, and, consequently, your finances. Castro Roofing understands that leaks can cause stress or interruptions to you or your tenants. Unresolved leaks can result in tenant complaints, damaged inventory and equipment, loss of roof insulation efficiency, development of mold, and potential litigation. Castro Roofing responds quickly to client's emergency and non-emergency service calls. Castro Roofing

also understands that you don't want to pay for repairing the same leak over and over, or endure the inconvenience that unrepaired roof leaks may cause. In an effort to minimize poor repairs, Castro Roofing promises not to "Pookie Fix" the leak repairs. Castro Roofing offers their exclusive **PERMANENT ROOF LEAK REPAIR** lifetime warranty on roofs that are maintainable and qualify for this product. There is no additional cost for this warranty.

### Castro Roofing Service Area

Castro Roofing currently services Texas, Oklahoma, Florida, Ohio, District of Columbia, Illinois, Virginia, Maryland, Delaware, Kansas, and Arizona, and is headquartered out of Dallas, Texas.

### Company Structure

Castro Roofing was established in 1973 and later incorporated in the state of Texas on December 6th, 1990 as Castro Roofing of Texas, Inc. The corporate status changed in March 29th, 2002 to a limited partnership. No changes in ownership or management were effected. The name was modified to Castro Roofing of Texas, L.P.

The company's officers are; President and CEO, Rodolfo Rodriguez, Vice Presidents Angel Rodriguez, Sr. and Angel Rodriguez, Jr., and Juan Rodriguez, who acts as the company's Secretary and Treasurer.

### Ownership

Castro Roofing, Inc. started doing business on December 6th, 1990. On January 1st, 1993, Angel Rodriguez, Sr. transferred his 100% stock evenly among himself and his three sons, Rodolfo Rodriguez, Juan Rodriguez, and Angel Rodriguez, Jr., making all owners equal partners.

### Facility

Castro Roofing Headquarters is located at 4854 Olson Drive in Dallas, Texas. The site is comprised of 1.87 acres that are 98% paved. Castro Roofing has over 14,000 square feet of warehouse space that also houses a fully functioning sheet metal shop. The corporate office has over 12,000 square feet of office space. The facility is owned by the stockholders and leased to Castro Roofing of Texas, L.P.

### Foreman and Field Crews

Field crews generally consist of five to eight men with their respective foreman. Our foremen are bilingual, speaking both English and Spanish.

### Superintendents and Production Managers

Our superintendents supervise their respective foremen. We utilize two types of superintendents: one for the low-slope roofs systems, and another for sheet-metal and metal roof systems. Production managers oversee the work of the superintendents and are ultimately responsible for the entire roofing project.



*Castro Roofing's Most Valuable Asset are its Employees*

## KEY PERSONNEL

The company currently employs over 110 drug-free, trained, and uniformed employees.

This total fluctuates depending on project activity.

Management, office, clerical, and superintendents	16
Shop and yard labor	04
Sheet metal fabrication shop	04
Field employees	83
<b>TOTAL</b>	<b>106</b>

Castro Roofing is proud to employ the industry's most respected and experienced personnel.

NAME	POSITION	YEARS WITH COMPANY	EXPERIENCE
Angel Rodriguez, Sr.	Owner	24	41
Rodolfo Rodriguez	President and CEO	24	31
Angel Rodriguez, Jr.	Vice President	24	31
Juan Rodriguez	Secretary/Treasurer	24	31
Jesus Chavez	Foreman	13	25
Gilberto Isais	Shop Manager	12	21
Francisco Gonzales	Foreman	08	19
Francisco Rivera	Foreman	09	12
Gildardo Leon	Foreman	15	28
Marcos Perez	Foreman	13	20
Brad Oberg	Chief Estimator	01	25
Matt Smith	Sales	01	03
Karla Rodriguez	Accounting Manager	17	17
Dan Russell	IT/Service Manager	11	26
Brandon Rodriguez	Safety Coordinator	05	05
Briel O'Shields	Executive Director of Admin	01	02
Kristin Smith	Job Coordinator	01	01
Bridgette Young	Service Coordinator	01	05
Marisela Medellin	Human Resources	01	01
Lawrence LaBee	Marketing Coordinator	01	08
Robert Dela Vega	Superintendent	01	30
Gustavo Posada	Design Specialist	04	04
Jeremy Duke	Sales	01	05
Abigail Rodriguez	Accounts Payable	02	02
William Gering	Accounting Manager Jr.	01	16

## COMPANY VEHICLES AND EQUIPMENT

We maintain all vehicles and equipment. The majority of the maintenance is done in-house.

### Company Vehicles and Equipment Maintained

Large trailers and on-site travel trailers	06
One-ton service and passenger vans	07
Regular and telescopic fork-lifts	06
Crane and 150' Boom crane on truck	01
One-ton utility trucks (450 and 350)	09
Half-ton pick-up trucks (150)	10
Bitumen Roof Kettles	11
Motorized Tear-Off Machines	01
Roof Saws and Tear-Off Equipment	07
Power Hoist	01
Power Vacuum Machine	01
Felt Layers	08
Bitumen Spreaders	08
Gravel Spreaders	14
Blow Torches	18
Manual Hoist	01
Fire Extinguishers	41
Commercial Roofing Heat Guns	08
Automatic Heat and Solvent Welders	04
Computerized Sheet Metal Break	01
Manual Sheet Metal Breaks	03
Automatic Sheer	02
Fume Recovery Filtering System	01
Skid Steer (bobcat)	01
Pittsburgh Machine	01
Power Sheet Metal Seamer	01
Manual Seamers	02
Power Washer	02
Heavy Duty Generators	08
Heavy Duty Air Compressors	08
350 Gallon Trailer Spray Rig	02
20 High Power Spray Rig	01
RMI Fluid Applied Roof Trailer Rig	01



All Castro Roofing Vehicles are Thoroughly Maintained

## QUALITY CONTROL PROCEDURES

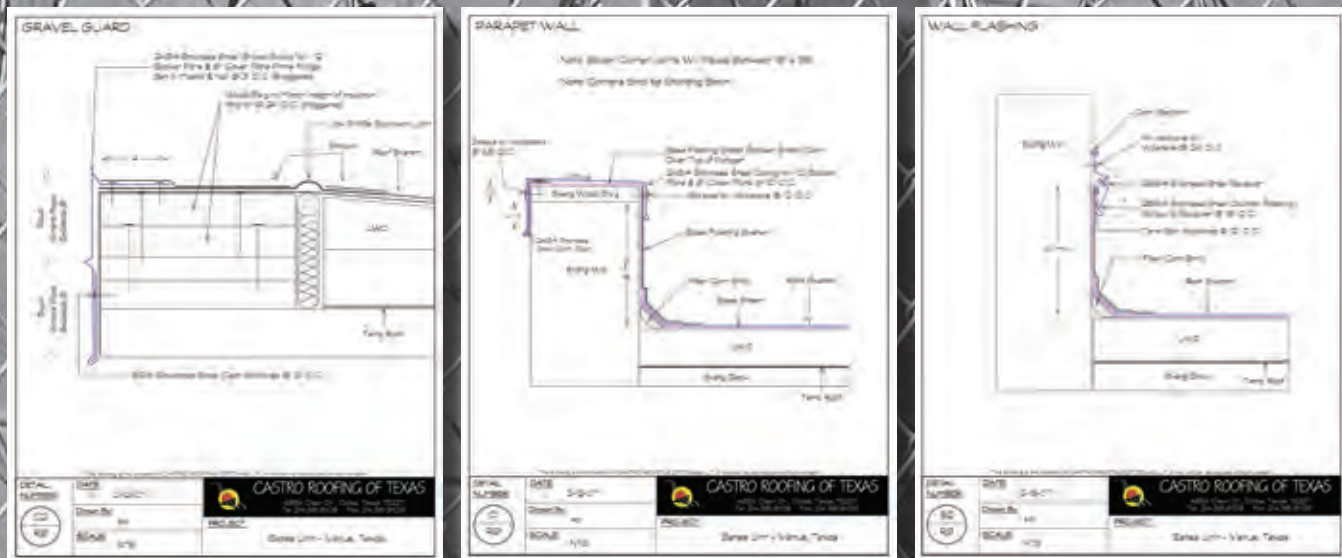
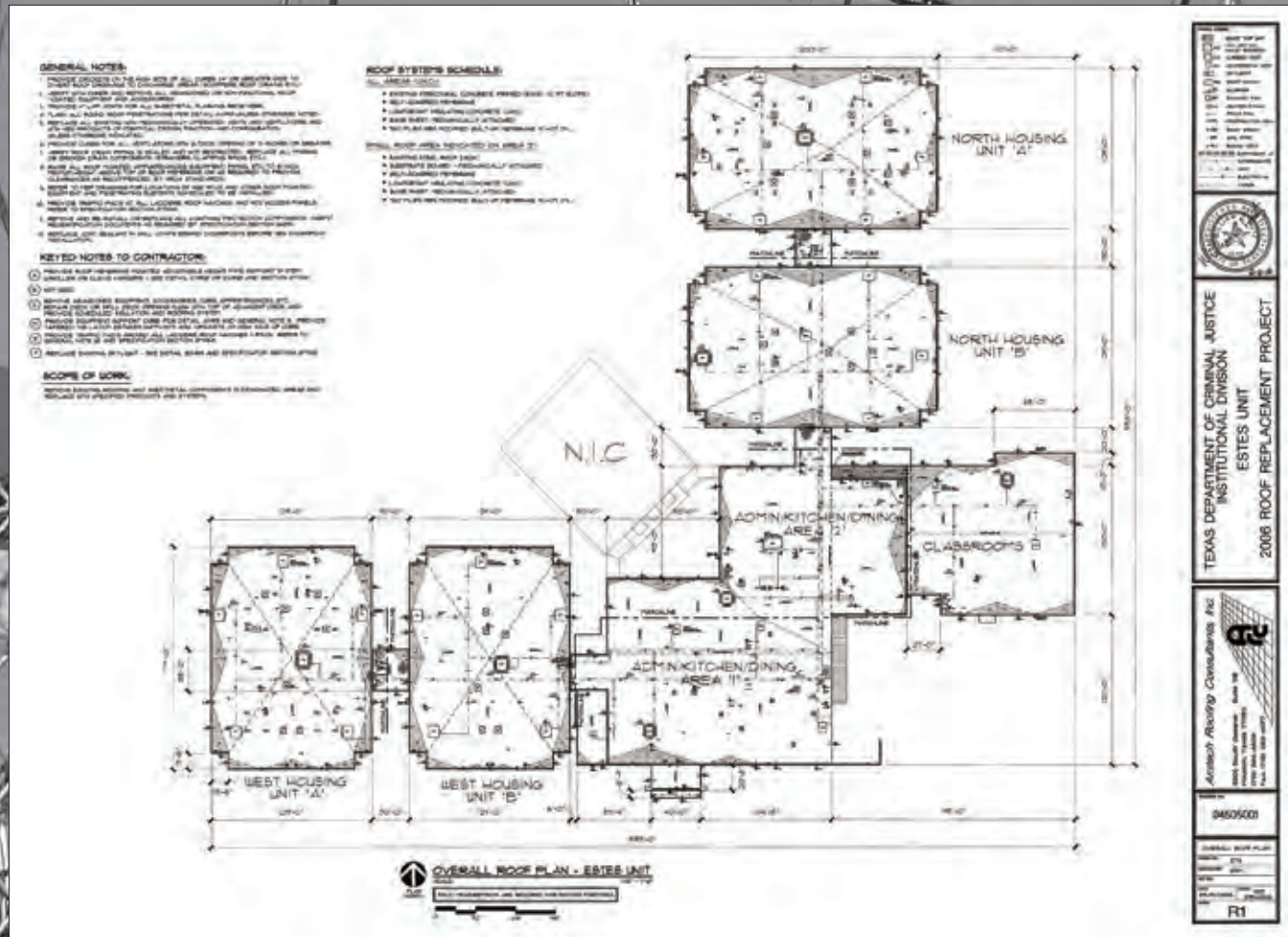
Castro Roofing assigns one field superintendent for five crews, at the most. There is one superintendent for the low slope roof systems and one for the sheet metal trim and metal roof systems. Field crews generally consist of one foreman per five to ten crew members. Superintendents are responsible for visiting job sites daily if possible, or at least every three (3) days.

Foremen punch list jobs during the project and at the end of the project. Superintendents will then punch list the job prior to owner or manufacturer inspection for warranty and final completion. It is Castro Roofing's goal not to have punch list items from the manufacturer or owner. Castro Roofing fabricates and installs all related sheet metal, so no sheet metal work is subcontracted. We install and manage all membrane roofing operations, so no membrane roofing work is subcontracted. We also provide complete shop drawings and samples, which are submitted on all projects, including re-roofs. Shop drawings are reviewed and signed by the project estimator, the project manager, and project superintendent. Drawings are then submitted for review and sent to the owner for approval.

During construction and prior to turning the final project over to the owner, the Castro Roofing Production Manager will visit the project to review that the entire project is in compliance to shop drawings, the contract, and the manufacturer's specifications.

### No Sub-Contractors:

In the commercial roofing industry, 95% of roofing work is performed by roofing brokers instead of roofing companies. Roofing brokers do not perform the roofing operations with their own trained employees. Castro Roofing does not use sub-contractors to perform roofing or sheet metal work. Subcontractors are used on non-associated roofing services, e.g. plumbing, electrical, HVAC, etc. All Castro Roofing workers are uniformed, trained, drug-free, and carry all insurance, as required by law.





## AWARDS AND RAVING FANS

With multiple NRCA Gold Circle Awards, ten straight NTRCA Golden Hammer Awards, and many other accolades and achievements, Castro Roofing remains one of the most respected and most awarded commercial roofing companies in the industry.

Attention to detail, care, pride, and a corporate culture that encompasses doing an excellent job and doing it right the first time have all helped earn Castro Roofing the reputation of being the best. We set high standards and strive to not only meet, but exceed the promises we make.

Even if we did not receive all these awards, we are thrilled with the feedback that we receive from our clients. At Castro Roofing, we are determined to make a raving fan of everyone that we come into contact with, whether it be vendors or other employees, but especially you, our clients.



**FAIR PARK HALL OF STATE**

**2012 Gold Circle Award**  
**2010 DFW Topping Out Projects**  
**2009 Golden Hammer Award**

- Client – Fair Park
- Roof System – SBS Modified Membrane
- Square Feet – 41,000
- Project Type – Re-Roof
- Contract – \$415,455



**UNIVERSITY OF HOUSTON  
SCIENCE CENTER**

**2010 Golden Hammer Award**

- Client – University of Houston
- Roof System – Feltback Adhered (PVC)  
14,400' electrical conduit;  
2,500' lighting protection
- Square Feet – 45,500 Feltback Adhered
- Project Type – Re-Roof
- Contract – \$836,410



**CEDAR HILL  
GOVERNMENT CENTER**

**2010 Gold Circle Award**  
**2009 DFW Topping Out Projects**  
**2008 Golden Hammer Award**

- Client – City of Cedar Hill and ISD
- Roof System – Standing Seam Metal Roof,  
SBS Modified & IRMA System
- Square Feet – 71,100
- Project Type – New Construction
- Contract – \$580,235



**SANDERS ESTES PRISON UNIT**

**2011 Gold Circle Award**  
**2008 Gold Hammer Runner-up**  
*(Runner-up to Cedar Hill project above)*

- Client – Texas Dept of Criminal Justice
- Roof System – SBS Modified Membrane  
Light weight Concrete Deck  
HVAC Renovation
- Square Feet – 183,600
- Project Type – Re-Roof
- Contract – \$1,953,432



**RUSK STATE HOSPITAL**

**2007 Golden Hammer Award**

- Client – Texas Department of State Health Services
- Roof System – Standing Seam Metal Roof and SBS Modified Membrane
- Square Feet – 48,000 Metal Roof  
27,300 SBS Modified
- Project Type – Re-Roof
- Contract – \$562,125



**TEXAS INSTRUMENTS**

**2006 Golden Hammer Award**

- Client – Texas Instruments
- Roof System – Energy Star PVC Membrane and Energy Star SBS Modified
- Square Feet – 250,800 PVC Membrane  
240,125 SBS Modified
- Project Type – New Construction
- Contract – \$4,958,426



**KAUFMAN LAW ENFORCEMENT**

**2005 Golden Hammer Award**

- Client – City of Kaufman
- Roof System – Built-Up Roof w/Gravel Surface,  
Curved Standing Seam  
Metal Roof and Metal Wall Panels
- Square Feet – 95,000 BUR  
6,200 Curved Metal Roof  
3,800 Metal Wall
- Project Type – New Construction
- Contract – \$791,014



**JOHN PETER SMITH HOSPITAL**

**2005 Golden Hammer Award**

- Client – Health Network
- Roof System – Built-Up Roof w/Gravel Surface,  
and Standing Seam Metal Roof
- Square Feet – 25,000 BUR  
8,900 Metal Roof
- Project Type – New Construction
- Contract – \$233,000



**A W A R D S**

**DALLAS FAIR PARK MUSIC HALL**

**2003 Golden Hammer Award**

- Client – City of Dallas
- Roof System – SBS Modified (torched down) and Elastomeric Coating Over Six Stair Tower Domes
- Square Feet – 71,120 SBS Modified  
3,500 Elastomeric Coating
- Project Type – Re-Roof
- Contract – \$611,000



**DALLAS LOVE FIELD AIRPORT**

**2002 Golden Hammer Award**

- Client – City of Dallas
- Roof System – Coal Tar Pitch with Gravel, PVC Membrane with Pavers, and Abatement of ACM
- Square Feet – 180,000 Coal Tar  
25,350 PVC with Pavers
- Project Type – Re-Roof
- Contract – \$2,500,000



**DALLAS CITY HALL**

**2001 Golden Hammer Award**

- Client – City of Dallas
- Roof System – Coal Tar Pitch with Gravel Surface and Sprayed Polyurethane Foam Roofing
- Square Feet – 95,000 Coal Tar  
5,000 Foam Roof
- Project Type – Re-Roof
- Contract – \$977,127



**GREATER DALLAS BUSINESS ETHICS AWARD**

**2003 Ethics Award Recipient**

The Greater Dallas Business Ethics Awards honored Castro Roofing as a firm committed to ethical business practices in everyday operations, management philosophies, and responses to crises or challenges.

Entrants were judged by an independent panel representing the business, academic, public service, and consulting communities in North Texas.



**LETTERS AND RAVING FANS**

The Castro Roofing team continues to churn out awesome reference letters and client referrals that prove that your satisfaction is our number one goal.

Along with our many awards and accolades, these letters continue to build a solid case that confirms that we are the best roofing company in the industry!

This social proof will help you determine whether or not Castro Roofing is a reputable company and will assist you in the evaluation process. This decision is very important, as your building may well be the largest asset in your company.



LETTERS AND RAVING FANS

LETTERS AND RAVING FANS

**TEXAS DEPARTMENT OF STATE HEALTH SERVICES**  
 South Shore Building  
 600 W. Commerce Dr.  
 Fort Worth, TX 76102  
 Phone: (817)643-3422  
 Fax: (817)643-3711

DAVID L. LARBY, M.D.  
 COMMISSIONER

6/3/09  
 To: Juan Rodriguez  
 Executive Technical Director  
 Castro Roofing of Texas, LP  
 From: Kevin Gentry  
 Director, Plant Maintenance  
 Risk State Hospital

Dear Juan,  
 I would like to commend Jesus Chavez for the work done at our facility in the recently completed project. The work was completed in a timely and professional manner under his leadership, which is what I have come to expect of your company over the years. Jesus communicated issues immediately to my office and the project went smoothly. As always, it is a pleasure to have your company working on our campus and Jesus was a positive addition to the project.

Thanks,  


**Juan Rodriguez**

From: Jackie Murphy  
 Monday, January 26, 2009 8:41 AM  
 To: AJ Rodriguez, Ernest Kays, Jimmy Scott, Juan Rodriguez, Scott Brown  
 Subject: PW Service at 1821 W Freeway S. P. TX

From: Juan Porraso [mailto:Jporraso@GPTX.org]  
 Sent: Friday, January 23, 2009 1:50 PM  
 To: Jackie Murphy  
 Subject: Service at 1821 W Freeway S. P. TX

Jackie, I just wanted to say that the service provided today was amazing. My thanks to Juan Rodriguez for getting the ball rolling, and you for your help and in sending a crew today. The crew on the job without a doubt has done this before. They were extremely knowledgeable, helpful and polite.

Thank you,  
 Juan Porraso  
 Facility Services Crew Leader

 **Oyess Corp**  
 Frisco, TX


To Whom It May Concern:

I highly recommend Castro Roofing of Texas. Their customer service and expertise in roofing is outstanding!

We had numerous problems with a flat roof on one of our properties. We called numerous roofing companies to evaluate the roof; however, most proposed outrageous repair plans. We also had several roofers make repairs. However, repairs continued to find problems with the roof.

When we called Castro Roofing of Texas they inspected the roof. He identified the problem and provided a detailed report. He also met with us on site to discuss the repairs in a straight forward and understandable way, and the price was excellent.

Castro Roofing of Texas helped their customer in need in a true professional manner. I will highly recommend Castro Roofing of Texas to anyone in need of a professional roofing company.

 **Architect Western Group**  
 2400 West Loop South, Suite 1000  
 Houston, Texas 77025

June 24, 2009


Mr. Rudy Rodriguez  
 Castro Roofing of Texas  
 4824 Olson Dr.  
 Dallas, Texas 75227

Re: Dallas Area Rapid Transit - Northland Rail Operating Facility

Dear Mr. Rodriguez,

I would like to express my appreciation to Castro Roofing and your field staff, Scott Brown and Leonard Prudhomme and James, for a successful project for the DART - Northland Rail Operating Facility. We appreciate your ability to consult the necessary resources to conduct a difficult project with an aggressive schedule for a demanding owner.

We look forward to working with Castro Roofing on future projects.

Sincerely,  
  
 Rolando Zarate Jr.  
 Project Superintendent  
 Architect Western Group, Ltd.  
 Dallas, Texas

December 27, 2006

To: Rudy Rodriguez  
 From: Rolando Zarate Jr.  
 Austin Commercial Superintendent  
 972-989-3829  
 Subject: Letter of Reference for the RFAB TI Project  
 Richardson, TX

Dear Rudy,

On behalf of Austin Commercial and myself, congratulations for a job well done at TI. Castro Roofing met all milestone dates confronted by numerous changes, a demanding schedule, and weather. Please take this letter as being recommended highly on any future projects. I would also like to compliment Jimmy Scott for the difficult challenge of installing the built up roofing around the air handling units, the cooling tower, and acid/scrubber roof areas.

Sincerely yours,  
 Rolando Zarate Jr.  
 Rolando Zarate Jr.

 **Philips / May**

December 9, 2008

Castro Roofing of Texas  
 4824 Olson Dr.  
 Dallas, Texas 75227

To Whom It May Concern:

Castro Roofing and Philips/May has a long standing relationship for many years. Many projects with various staff and they have been a pleasure to work with. This particular project was a roof replacement on the roof of the Phillips/May building. The project was completed in a timely manner and the quality of work was excellent. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget.

December 17, 2008

To Whom It May Concern:

 **DPM Management Group**

 **Dallas Public Schools**

3 April 1997  
 Douglas E. Beards, Inc.  
 P.O. Box 802217  
 Dallas, Texas 75280-2217

Attn: Mr. Andy Cowell  
 Re: Job Package: L16  
 Error Claims Review

Sub: Quality of Work and Project Review, Castro Roofing of Texas

Dear Andy:

I would like to take this opportunity to commend double "A" level service from Castro Roofing of Texas on the quality of work and project review.

Castro Roofing of Texas has made major efforts in supporting the project with their experienced crew and staff. Through their expertise and attention to detail, they have provided a high quality of work and project review.

Please contact your field office for more information.

Sincerely,  
  
 Mark Blumhagen  
 Chief Operating Officer

November 13, 2008  
 Castro Roofing

Attn: Jackie Murphy  
 Re: Estee Proton LHS - TDCU

Mr. Murphy:  
 The recently completed Estee Proton LHS Project is an example of professional workmanship on the part of Castro Roofing of Texas. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget.

November 5, 2008

Mr. Jimmy Scott  
 Castro Roofing of Texas  
 4824 Olson Dr.  
 Dallas, Texas 75227

Re: Cedar Hill Municipal Government Center / Golden Hammer Award

Dear Mr. Scott,

I just read the letter of commendation written on your behalf for my colleague, Douglas E. Beards, Inc. for the Cedar Hill Municipal Government Center project. As you might imagine, I am very proud of your professional work and the quality of work and project review.

In the interest of transparency, let me also inform you of my colleague, Douglas E. Beards, Inc. for the Cedar Hill Municipal Government Center project. As you might imagine, I am very proud of your professional work and the quality of work and project review.

With highest regards, I remain,  
  
 E. Kim Lewis  
 Chief Operating Officer

 **AMTECH**  
 11000 West Loop South, Suite 1000  
 Houston, Texas 77042

November 13, 2008  
 Castro Roofing

Attn: Jackie Murphy  
 Re: Estee Proton LHS - TDCU

Mr. Murphy:  
 The recently completed Estee Proton LHS Project is an example of professional workmanship on the part of Castro Roofing of Texas. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget. The design team worked with us to ensure that the project was completed on time and within budget.

 **Cedar Hill Independent School District**  
 245 Cypress Blvd., Suite 300  
 Cedar Hill, Texas 75104  
 972-291-1581

November 5, 2008

Mr. Jimmy Scott  
 Castro Roofing of Texas  
 4824 Olson Dr.  
 Dallas, Texas 75227

Re: Cedar Hill Municipal Government Center / Golden Hammer Award

Dear Mr. Scott,

I just read the letter of commendation written on your behalf for my colleague, Douglas E. Beards, Inc. for the Cedar Hill Municipal Government Center project. As you might imagine, I am very proud of your professional work and the quality of work and project review.

In the interest of transparency, let me also inform you of my colleague, Douglas E. Beards, Inc. for the Cedar Hill Municipal Government Center project. As you might imagine, I am very proud of your professional work and the quality of work and project review.

With highest regards, I remain,  
  
 E. Kim Lewis  
 Chief Operating Officer



LETTERS AND RAVING FANS

LETTERS AND RAVING FANS

**CEDAR HILL**  
 December 1, 2008

Mr. Jimmy Knox  
 Castro Roofing of Texas  
 4854 Olsen Drive  
 Dallas, Texas 75227

**Re: Golden Hammer Award**

Dear Mr. Knox:

Please allow me to express my support for your company's nomination for the Golden Hammer Award for its work on the Cedar Hill Government Center project. After not to have been by reputation of the role your company played in making the Cedar Hill Government Center project a positive success. The Cedar Hill Government Center project is a landmark project for the City of Cedar Hill. It is a testament to the hard work and dedication of the Cedar Hill Government Center project team. The Cedar Hill Government Center project is a landmark project for the City of Cedar Hill. It is a testament to the hard work and dedication of the Cedar Hill Government Center project team.

Respectfully,  
 Chris Porter  
 Deputy City Manager

**SHWGROUP**

Mr. A. J. Robinson  
 Castro Roofing  
 4854 Olsen Drive  
 Dallas, TX 75227

March 11, 2008

To Whom It May Concern:

On March 11th, Mr. Martin Chavez notified me via email for repair and patch work on the EPDM roof at the SHW Group. Mr. Chavez did an excellent job repairing the roof. Mr. Chavez was able to fix the problem in a timely manner. I would recommend Mr. Chavez to any company with any roof repair needs.

**SPRINGTOWN INDEPENDENT SCHOOL DISTRICT**  
 401 EAST JUPITER STREET  
 SPRINGTOWN, TEXAS 75286  
 (972) 398-1300  
 FAX (972) 395-9144

Mr. Martin Chavez  
 Castro Roofing  
 4854 Olsen Dr.  
 Dallas, Texas 75227

January 20, 2012

Re: Roofing Project and Warranty Work for Springtown ISD

Mr. Chavez:

I would like to take this opportunity to thank you and your crew for all of the work that you have provided for our school district. The education of our students is of utmost concern for our school district and your professional and prompt response for our needs and needs were most helpful. We appreciate your professionalism and the attention to detail that you provided for our needs.

I particularly appreciate you for your attention to detail and the quality of work that you provided for our school district. We appreciate your professionalism and the attention to detail that you provided for our needs.

Thank you,  
 Gary Jones  
 Superintendent

October 7, 2010

Mr. Martin Chavez  
 Castro Roofing of Texas  
 4854 Olsen Drive  
 Dallas, Texas 75227

Re: Letter of recommendation

Dear Mr. Chavez:

I would like to express my appreciation for your company's nomination for the Golden Hammer Award for its work on the Cedar Hill Government Center project. After not to have been by reputation of the role your company played in making the Cedar Hill Government Center project a positive success. The Cedar Hill Government Center project is a landmark project for the City of Cedar Hill. It is a testament to the hard work and dedication of the Cedar Hill Government Center project team.

Respectfully,  
 Chris Porter  
 Deputy City Manager

**DEPARTMENT OF THE ARMY**  
 3150 CAMP BUNNELL DRIVE  
 FORT BRAGG, NC 28507

March 8, 2010

Mr. Martin Chavez of Castro Roofing recently performed work on the roof of the 3150 Camp Bunnell Drive. The work was performed with professionalism and attention to detail. Mr. Chavez was able to fix the problem in a timely manner. I would recommend Mr. Chavez to any company with any roof repair needs.

Respectfully,  
 Brady Compton  
 Study Director  
 University Lake Manager

**Greenville**  
 11/15/2010

Castro Roofing of Texas  
 4854 Olsen Dr.  
 Dallas, TX 75227

Re: City of Greenville Roofing Repair done by Martin Chavez

To whom it may concern:

We at the City of Greenville have been very pleased with the roofing repair done at many of our facilities. Some of the leaks on our roofs had been a recurring problem for a length of time. To our satisfaction we have not received any problems since these repairs were made.

Again, we are appreciative for the service you have provided and look forward to working with you in the future.

Respectfully yours,  
 Barry Coleman  
 Control Services Superintendent

**XCNETWORKS** BorderCOMM

To whom it may concern:

Martin Chavez from Castro Roofing has done an excellent job of doing the roof at our XCNetworks 6116 Joyce Street location. This is a difficult job because the roof is old and we have had a lot of leaks. Mr. Chavez was able to fix the problem in a timely manner. I would recommend Mr. Chavez to any company with any roof repair needs.

Respectfully,  
 Daniel Price  
 XCNetworks Operator  
 714-229-8000  
 911

**CENTEX CONSTRUCTION**

January 8, 2007

James Roofing of Texas  
 4854 Olsen Dr.  
 Dallas, TX 75227

Re: Service Request

I would like to thank the service you provided on the roof of the Centex Building at the University of Texas at Dallas. The work was done in a timely manner and the quality of the work was excellent. I would recommend your company to any company with any roof repair needs.

Respectfully,  
 James Roofing of Texas  
 4854 Olsen Dr.  
 Dallas, Texas 75227

**CITY OF DALLAS**

September 20, 2008

Mr. Martin Chavez  
 Castro Roofing of Texas, Inc.  
 4854 Olsen Drive  
 Dallas, Texas 75227

Re: Mr. Rodriguez

I would like to express my appreciation for your company's nomination for the Golden Hammer Award for its work on the Cedar Hill Government Center project. After not to have been by reputation of the role your company played in making the Cedar Hill Government Center project a positive success. The Cedar Hill Government Center project is a landmark project for the City of Cedar Hill. It is a testament to the hard work and dedication of the Cedar Hill Government Center project team.

Respectfully,  
 Chris Porter  
 Deputy City Manager

**SOUTHERN METROLOGICAL UNIVERSITY**

October 21, 2010

Mr. Martin Chavez  
 Castro Roofing  
 4854 Olsen Drive  
 Dallas, TX 75227

Dear Martin:

I wanted to write you a brief note to say thank you for your efforts to address the roof of the Southern Metrological University. The work was done in a timely manner and the quality of the work was excellent. I would recommend your company to any company with any roof repair needs.

Respectfully,  
 Gaven Lopez  
 Southern Metrological University  
 Facilities Management & Sustainability  
 PO Box 200777 Dallas TX 75220-0777  
 214-252-6000 Fax 214-252-6000

**SHWGROUP**

Mr. Martin Chavez  
 Castro Roofing  
 4854 Olsen Drive  
 Dallas, TX 75227

Re: Letter of recommendation

Dear Mr. Chavez:

I would like to express my appreciation for your company's nomination for the Golden Hammer Award for its work on the Cedar Hill Government Center project. After not to have been by reputation of the role your company played in making the Cedar Hill Government Center project a positive success. The Cedar Hill Government Center project is a landmark project for the City of Cedar Hill. It is a testament to the hard work and dedication of the Cedar Hill Government Center project team.

Respectfully,  
 Chris Porter  
 Deputy City Manager



**INSURANCE AND MANUFACTURER APPROVALS**

**Bonding Capacity, Liability Insurance and Worker’s Compensation Insurance**

**CASTRO ROOFING BONDING**

- Bonding Company - PCL Bonding Agency
- Bonding Level - \$12M— per project
- Rated A –Excellence
- \$25M— per aggregate

**EXPERIENCE MODIFIER RATE (EMR)**

2007 through 2011 = .64

**INSURANCE COVERAGE**

- General Liability - \$2M—aggregate
- Workers Comp - \$1M—each accident
- Auto Liability - \$1M—each accident
- Excess Liability - \$5M—per OCC and aggregate
- Installation Floater - \$500K—per job

**Roofing System Installation and Manufacturer Approvals**

Roofing systems: Castro Roofing has extensive experience installing different types of roof systems over various types of buildings and for various types of building owners.

Castro Roofing specializes in commercial low-slope roofing systems and high-slope metal roof systems. Systems include built-up asphalt/coal tar-pitch, modified membrane systems, single-ply system, and metal roof system. Manufacturers: Castro Roofing is proud to list the manufacturers it is currently approved by:

**BUR Asphalt – 20 year NDL Approved**

1. Johns Manville
2. GAF Materials Corporation
3. Soprema, Inc.
4. Firestone Building Products
5. W.P. Hickman
6. Hyload
7. Certainteed

**BUR Coal Tar Pitch – 20 year NDL Approved**

1. W.P. Hickman
2. Hyload

**Modified Bitumen Membrane – 20 NDL Approved**

*(hot, cold, peel & stick, and torch apply system)*

1. Johns Manville
2. GAF Materials Corporation
3. Soprema, Inc.
4. Firestone Building Products
5. W.P. Hickman
6. Certainteed

**Single-Ply Membrane – 20 year NDL Approved**

*(EPDM, PVC, TPO, cold, peel & stick, and torch apply system)*

1. Carlisle
2. Firestone Building Products
3. Sarnafil Waterproofing System
4. GAF Materials Corporation
5. Johns Mansville
6. Versico

**Metal Roof System Coating – 20 year NDL Approved**

*(Standing Seam, R-panel, Wall System, and Coping System)*

2. Berridge
3. Peterson Aluminum
4. Mc El Roy
5. MBCI

**Roof Coating – 20 year NDL Approved**

1. RMI
2. ERS Systems
3. Carlisle Syntec, Inc.
4. Firestone Building Products
5. GAF Materials Corporation (Top Coat)

## SAFETY AND INSURANCE LOSS CONTROL

### Management Involvement - Safety and Loss Control

Mr. Rodolfo Rodriguez, President, is primarily responsible for implementation and direction of the company's loss control program. Castro Roofing utilizes the services of Mr. Todd Harvey of Independent Safety Services to manage the safety program and to continue the improvement process. Mr. Harvey has been associated with CNA as the safety manager and has been involved with the development and upgrading of the overall company safety program.

Mr. Jackie Murphy, Safety Manager, and the foremen are responsible for investigating and reporting in writing any employee or public liability accidents. Written reports of accidents are forward to Mr. Rodolfo Rodriguez and Mr. Juan Rodriguez, who further investigate accident causes and institutes control procedures to prevent recurrences. Mr. Rodolfo Rodriguez quarterly reviews accident data in order to analyze and identify loss trends. OSHA 300 logs are maintained in the corporate office.

Castro Roofing currently utilizes a written loss control program in the form of a safety manual, which is distributed and discussed with employees at the time of hire. Safety manuals are printed in English and Spanish.

Monthly safety meetings are held at the corporate office with all field employees to review safety issue. Each foreman is called upon to teach a portion of the class.

### Drivers

Castro Roofing has developed a complete driver examination and testing program as required by current DOT safety regulations. Requirements include successful completion of a written examination, driving test, DOT physical and drug test, and yearly random drug testing. Castro Roofing also reviews driving records on a yearly basis.

### Safety Training

Castro Roofing holds weekly Toolbox Safety meetings within individual crews, which are conducted by foremen. Mr. Jackie Murphy provides written topics for discussions on a weekly basis and a topic sheet is signed by all employees at the time of the discussion. The weekly Toolbox Safety meetings are all kept on file.

On a monthly basis, all superintendents, foremen, and drivers, attend a safety-training meeting conducted by Mr. Murphy and/or guest presenters.

The safety meeting and training sessions may cover a variety of safety training and operating topics, such as a review of previous accidents and discussions of other pertinent information, as determined by the individual conducting the meeting. Mr. Murphy develops all general discussion topics and all of the meeting minutes, topics, and employee attendance are recorded and maintained on file.

### Self-Inspection Program

A written company policy has been established charging the responsibility of individual job safety with respective foremen. The policy establishes an incentive program in which safety performance is tied into an award program. The policy further allows for in-house monthly safety inspections to be made by Mr. Harvey. Foremen also continue to be responsible for conducting job site inspections on a daily basis. A daily safety check list is contained on the job site.

### Job Sites

Mr. Murphy and Mr. Harvey visit all job sites on a monthly basis, with any safety deficiencies noted in writing and usually correct the deficiency immediately on site. Mr. Rodolfo Rodriguez and Mr. Juan Rodriguez receive written reports of all the inspections.

Separate gang boxes are made available at each job site specifically for safety equipment and may include such items as fire extinguishers, first-aid kits, gloves, material safety data books, tie-off lanyards, and belts, etc.

All company equipment is inspected and serviced on a regular preventative maintenance program by on-staff mechanic.

### New Employee Selection

Potential employees are required to complete a written application form, which includes questions regarding previous employment, and work related injuries. An outsource agency is used to gather information regarding work history, including worker's compensation injury history of prospective employees. Also, a check of worker's compensation injury history is made

through the state of Texas Industrial Accident Board on all prospective employees. All prospective employees are required to submit to a pre-placement physical, including drug and alcohol screenings. Physical and drug screenings are performed by Occupational Health Center of Dallas, Texas.

The job supervisors are responsible for conducting interviews of all potential employees. Experience in similar types of work is required for all new employees. Before final acceptance of the prospective employee, a behavior profile exam is taken and The Pinnacle Group in Philadelphia, Pennsylvania gives the results. A profile exam is done to make sure that the person with the required behavioral attitude is hired.

### New Employee Training

A new employee orientation program consists of a review of company rules and regulations and the company safety manual. The safety manual includes a written safety policy statement by the management, which outlines specific company safety rules and then discusses specific safety procedures, including the utilization of material handling equipment, proper housekeeping procedures, the use of personal protective equipment, proper roof protection, and proper usage of electrical equipment. Safety manuals have been printed in English and Spanish. Employees are required to review, sign and date these safety manuals, thus agreeing to abide by all content and regulations.

Employees also receive training at the Industrial Academy. Through this academy, employees receive training concerning potential hazardous materials found at the site and training on how to understand material safety data sheets on an individual product. Sample Material Safety Data Sheets are provided to all employees, who must then sign the document, thus verifying receipt of such sample data. New employees must then take a written test to show their understanding of the MSDS.

MSDS sheets are also maintained at each job site for all hazardous materials used on that project by Castro Roofing. Under the Industrial Academy, Castro Roofing utilizes safety training developed by the National Roofing Contractor Association (NRCA), which is viewed by all employees upon hire. Following the review of this material, employees are then tested to determine their understanding of the information.



*Castro Roofing Employees  
are Trained at the Industrial Academy*



WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE POLICY  
 WC 42 03 04 A

TEXAS WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement applies only to the insurance provided by the policy because Texas is shown in item 3.A. of the Information Page.  
 We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule, but this waiver applies only with respect to bodily injury arising out of the operations described in the Schedule where you are required to purchase this coverage under the contract to obtain this waiver from us.

This endorsement shall not operate directly or indirectly to benefit anyone or any other person or organization. The premium for this endorsement is shown in the Schedule.

- Specific Waiver  
 Name of person or organization
- Blanket Waiver  
 Any person or organization for whom the Named Insured is performing operations.
- Operations: ALL TEXAS OPERATIONS
- Premium: \$1,500.00

Policy No: TSF-0001204172 2011  
 Issued to: CASTRO ROOFING OF TEXAS LP  
 Premium \$: \$1,500.00

TYPE OF COVERAGE	ACORD CODE	DESCRIPTION	LIMITS	EXCLUSIONS
GENERAL LIABILITY	0100	COMPREHENSIVE GENERAL LIABILITY (CGL)	\$1,000,000 PER OCCASION	None
AUTOMOBILE LIABILITY	0101	COMPREHENSIVE AUTOMOBILE LIABILITY	\$1,000,000 PER OCCASION	None
UMBERLLA LIABILITY	0102	COMPREHENSIVE UMBRELLA LIABILITY	\$1,000,000 PER OCCASION	None
PRODUCTS LIABILITY	0103	COMPREHENSIVE PRODUCTS LIABILITY	\$1,000,000 PER OCCASION	None
ADVERTISING LIABILITY	0104	COMPREHENSIVE ADVERTISING LIABILITY	\$1,000,000 PER OCCASION	None
ERRORS AND OMISSIONS LIABILITY	0105	COMPREHENSIVE E&O LIABILITY	\$1,000,000 PER OCCASION	None
NON-SUBROGATION	0106	COMPREHENSIVE NON-SUBROGATION	None	None
COMPLETED OPERATIONS LIABILITY	0107	COMPREHENSIVE COLO LIABILITY	\$1,000,000 PER OCCASION	None

CERTIFICATE HOLDER: CASTRO ROOFING OF TEXAS LP, 4054 Olson Dr, Dallas TX 75227

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

UNITED FIRE & CASUALTY COMPANY  
 PD BOX 73969, CEDAR RAPIDS IA 52407  
 ACCOUNT NUMBER: 3000177796 (2)  
 POLICY NUMBER: 85314796  
 DIRECT BILL TO: 08-29-2011 RE 09-01-2011

INSURED: NAMED CASTRO ROOFING OF TEXAS LP  
 AND: MAILING ADDRESS DALLAS  
 POLICY PERIOD: 09-01-2011 TO 09-01-2012  
 LIMITS OF INSURANCE: GENERAL AGGREGATE LIMIT (Other than Products-Completed Operations) \$2,000,000  
 PRODUCTS-COMPLETED OPERATIONS AGGREGATE LIMIT \$2,000,000  
 PERSONAL AND ADVERTISING LIABILITY (Any one person or organization) \$1,000,000  
 EACH OCCURRENCE LIMIT \$200,000  
 DAMAGE TO PREMISES RENTED TO YOU LIMIT (Any one premises) \$1,000,000  
 MEDICAL EXPENSE LIMIT (Any one person) \$5,000

TRUSTED CHOICE Independent Insurers Agents of Texas  
 Re: SB 425 - Certificate  
 There is a new law in Texas. Effective September 1, 2011, SB 425 requires that all new insurance contracts be approved by the Texas Department of Insurance (TDI) or a court. This law provides some guidance on the construction and limitations of certificates. After Jan. 1, 2012, it will be illegal for an agent or broker to issue a certificate of insurance from a state that does not have a certificate of insurance law. A certificate of insurance that has not been approved by the TDI is not a certificate of insurance from the state of Texas. This law provides some guidance on the construction and limitations of certificates. A certificate is not a policy of insurance and does not amend, extend, or alter the coverage afforded by the referenced insurance policy. A certificate may not confer to a certificate holder new or additional rights beyond what the referenced policy or any executed endorsement provides. A person may have a legal right to notice of cancellation, nonrenewal or material change in coverage that is not provided in the policy or endorsement, or a state law or rule, requires notice to be provided. Furthermore, this law provides that certificate holders' rights of recovery are not affected. If you have any questions about the new law, please contact the Texas Department of Insurance at 800-252-2435. You can view more information about the filing rules on the TDI website at www.tdi.state.tx.us. You can read the text of SB 425 at www.senate.state.tx.us.

## CASE STUDIES

### Case Study #185 - Mesquite City Hall

#### After Twenty Straight Years of Leaking, No One Believed It was Fixed!

It's not nice to laugh at people, but you have to admit this is funny. When the City of Mesquite hired us to fix the leak that no one had been able to fix for literally 20 years, many could not believe it when it was actually repaired for good.

The leak had caused water to leak down a pillar and pool on the floor in the main entry way. After dozens of failed attempts and multiple roofing contractors, the "caution wet floor" pylon became a permanent fixture every time it rained. It just happened to rain the day we fixed it, so we were there to witness people walking around the pillar without even thinking about it. One man walked up to the pillar, touched it (dry, of course!), backed up, and walked around anyway!



## CASE STUDIES

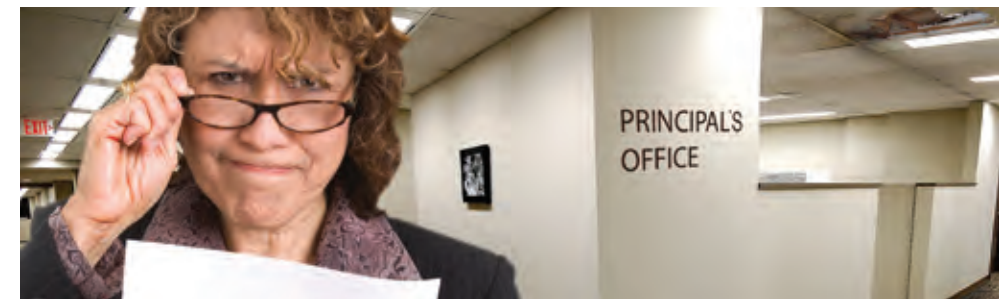
### Case Study #152 - Lewisville ISD

#### No One Could Repair Our Leaky Arch!

Hate mail is usually what principals send to facilities managers about roof leaks. In our case, principals actually go out of their way to send compliments. Take case study #152 as an example.

The arch in the entry way of Lakeview Middle School in Lewisville is the visual center of the entire school. People comment on how stunning it is all the time. What most people didn't know is that the beautiful arch leaked from the first day it was installed six years ago. The original roofer couldn't fix it and several other roofers refused to even look at it because they thought it was too dangerous.

Castro Roofing came out and used safety equipment to inspect the arch. They quickly discovered that the wrong kind of rivets had been used in several places, resulting in an extremely easy-to-fix leak. Less than an hour later, the repair was complete and it's never leaked since.





CASTRO ROOFING  
QUALIFICATION STATEMENT

©2012 CR0010 04302012



# Professional Roofing

*the source for the roofing industry*

# SAFETY: A CORE VALUE



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JULY 2015

VOLUME 45 ISSUE 7

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Cover image provided by iStock International, Calgary, Alberta.  
Cover design by Nancy Davis and Paul Gerwen.







## EMRs as an indicator

Since 1990, Castro Roofing has been building a history of avoiding accidents, fatalities and potentially detrimental situations. Although no safety program can be perfect, our proactivity in our safety measures has paid off in the form of experience modification rates (EMRs) that lower our workers' compensation premiums.

For companies that generate qualifying premium levels (the levels vary state to state, typically \$5,000 to \$15,000), an EMR is a good indicator of a contractor's claim history and can significantly affect a business's annual workers' compensation premiums. These rates can be lower or higher depending on a business's claim experience in any applicable three-year period. Keeping safety as your first priority certainly can effect a lower EMR in the U.S.' fourth most hazardous profession.

The plethora of yearly falls, injuries and fatalities accounts for the roofing industry's harsh history with insurance companies. In 2008, though the industry as a whole experienced some dire numbers, Castro Roofing maintained a low EMR, sparking the idea that instituting more proactive measures could help us keep a lower EMR. We set out on the following initial three-step plan to reduce accidents and claims:

1. Plan in advance and for any special safety issues.
2. Provide the necessary equipment and job tools.
3. Train everyone for workplace safety and how to use equipment safely.

The Occupational Safety and Health Administration's (OSHA's) most comprehensive data from 2013 easily could deflate the confidence of any roofing professional expecting lower industry insurance premiums, but it emphasizes business owners' responsibility to take ownership for doing everything they can to maintain safe workplaces. In 2013, there were 828 construction industry fatalities of which 80 fatalities were reported from roofing companies. Falls were the leading cause of construction and roofing deaths, so we brainstormed several methods to combat these statistics. One method included developing a work-site culture of safety from the top down.

## Safety from the top

Our safety culture starts at the top of our organizational chart where an Executive Safety Committee composed of our company's owner and CEO, human resources department, full-time safety manager, safety consultant and insurance broker work together to keep our safety plan scalable, relevant and better than OSHA's minimum requirements.

The Executive Safety Committee evaluates all projects to determine any distinct project's specific needs and requirements when estimating a job. The safety manager reports directly to the CEO, adding a high level of accountability that trickles down throughout the on-site production teams.

The on-site production and service teams are required to attend monthly safety meetings and training addressing companywide best-safety practices in addition to OSHA regulations. As a small business, we also have the opportunity to involve our employees in safety dialogue that typically may seem more appropriate only for management. However, in our case, the dialogue helps our technicians understand we're not dictating rules; we are ensuring their daily safe return home to their loved ones. We have found inclusion-created buy-in works well to build strong team ties and accountability for one another, establishing roofing crews that truly value the position their company is taking toward safety.

We believe our technicians appreciate the safety culture we are developing, and their increasing awareness on-site reflects their commitment to the best safety practices on every project.

We encourage healthy safety-driven dialogue during meetings and recognize employees with gold hard hats for making valuable contributions toward our growing safety program. We have found rewarding employees with a bonus

can hurt safety because employees tend to hide injuries or not report near-misses if money is involved. Instead, we provide gold hard hats for employees to wear in front of fellow employees to reflect their dedication to safety, and this system is working well.

For us, delivering safety is no different from our focus on delivering the highest quality service. We internally grade ourselves on safety just as we grade ourselves on project completion, craftsmanship and customer service. However, in this case, poor safety grades equate to fewer

customers and higher insurance premiums across the board (general liability, vehicle and workers' compensation).

## Professional development 2.0

In addition to cultivating a culture of safety from the top down, we have a great focus on professional development. How do we garner buy-in? Can we simply institute safety? Is it a command? Or is it a much higher cognitive function that lives beyond working hours?

It sounds more complicated, but the beauty of buy-in is simpler than you may imagine—we keep our employees engaged in the safety conversation. Not only do we include our service teams in the creation of procedures, policies and repercussions that will affect them every day, we help them knowledgeably assimilate into our various teams.

Through our automated online project management (OPM) software, we can surpass human error by automating tasks and creating safety road maps that transform prospects into great employees. We have a campaign that triggers initial emails, skill-based courses, surveys and onboarding educational videos that must successfully be completed before deeming an employee a viable candidate for field projects.

By automating these tasks, we ensure there is a system in place and data that displays each employment prospect or new employee's status at any given time. Automated onboarding is the way of the future, and with the right software, businesses can transform their human resources efforts.

Castro Roofing also offers its employees classes that teach fall protection, first aid, defensive driving and OSHA topics. We make sure to teach most of the classes on an annual basis and provide refresher courses. This year, we also will be putting together some simulation classes and safety drills so everyone in the office and in the field knows exactly what to do in an emergency.

## 4DX

Castro Roofing also has implemented a regimen based on *The 4 Disciplines of Execution (4DX): Achieving Your Wildly Important Goals*, written by Chris McChesney, Sean Covey and Jim Huling. The following four disciplines are described in 4DX:

- Focus on the wildly important
- Act on lead measures
- Keep a compelling scoreboard
- Create a cadence of accountability



In 2014, 4DX was implemented companywide. We implemented wildly important goals to ensure all departments have three actionable items at any given time that, when completed, will directly increase our bottom line.

Our safety department progressively is working toward excellence by choosing to incorporate the practice of setting three wildly important achievable goals, acting on the measures most likely to increase those goals while keeping accurate departmental scoreboards that always show employees where the department stands at any given moment.

Our safety department started its goal with 88 percent compliance. This year, the department set a wildly important goal to achieve a safety audit compliance of 90 percent by Dec. 31, 2015. As of April, we have exceeded our goal by about 3 percent, which should lower our company's premiums even more when this year is calculated into the EMR formula.

Our safety department's wildly important goals routinely are emphasized, but the clearest case is best presented as a result of its goals for performance and commitment to safety during our Dallas City Performance Hall project.

### **Dallas City Performance Hall**

In 2014, safety took center stage when the prestigious Dallas City Performance Hall project called for the longest Kalzip® mechanically seamed, aluminum-plus, zinc-coated panel installation in North America.

The Dallas City Performance Hall is a 70,000-square-foot, 750-seat professional theater located in the renowned, 68-acre Dallas Arts District. The hall features a 25,000-square-foot roof system with Kalzip AluPlusZinc 65/400 continuous panels in varying lengths that posed a tremendous challenge in the form of installing 306-foot-long panels near the bustling avenues of downtown Dallas.

It is one thing to install metal panels atop a 50-foot, custom-engineered marvel; however, there are significantly more challenges that come with installing North America's longest continuous standing-seam panels without a loss in craftsmanship or safety assurance. Not to mention underperforming on a project of this size would have had detrimental effects on our premium modifier, so this called for all safety managers to oversee different portions of the project.

The panel length presented particular safety and logistical challenges that we were more than prepared to tackle as all issues were discussed during critical planning stages.

This job required us to close roads around 3 a.m. to

allow the necessary space for the panels' fabrication—the panels easily stretched through the job site and out into the street. There were so many moving pieces to this project, yet proactive training and preparation allowed us to complete it without a hitch or hiccup.

The Dallas City Performance Hall is a prime example of how creating a culture of safety yields return on a safety investment. The longest panels were more than 300 feet of continuous sheet metal, and each panel had to be manually lifted by 20 men on the roof and 20 men on the ground. Coordination of safety measures was key. Our 100 percent tie-off rule never was compromised, and we performed our installation with excellence.

As a result of implementing the wildly important safety goals we set for the Dallas City Performance Hall, zero accidents were reported, the project was completed on time, and we tacked another accomplishment on our scoreboard that works toward our stellar safety record rather than against it. In addition, Castro Roofing won a 2014 NRCA Gold Circle Safety Award and a Gold Circle Awards honorable mention in the Outstanding Workmanship: Steep-slope category.

### **Toolbox safety training**

A successful safety plan wouldn't be complete without toolbox safety training. Castro Roofing's weekly on-site toolbox safety training meetings encourage foremen to take the lead by administering the meetings and making recommendations about upcoming portions of a project that may affect the entire team.

Foremen are managed and guided through this process by our safety manager, and it's been our experience this investment in our foremen prepares them for the potential of being promoted and reinforces job-site accountability. Leaders understand the importance of accountability and the tremendous value accountability has within management. On-site safety training conversations not only substantially increase employee alertness, but they also help cultivate a crew of thinkers, leaders and executors.

Our safety manager holds toolbox safety training sessions throughout the duration of each project. In the case

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LEADERS UNDERSTAND  
THE IMPORTANCE OF  
ACCOUNTABILITY AND  
THE TREMENDOUS VALUE  
ACCOUNTABILITY HAS  
WITHIN MANAGEMENT

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## Safety from the top

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# GOLD HAMMER AWARD 2012



CITY  
PERFORMANCE  
HALL

CITY  
PERFORMANCE  
HALL









The First LEED® SILVER Certified Performance Hall in Texas

CITY  
PERFORMANCE  
HALL



The City Performance Hall uses the Longest Kalzip® Panels in North America



*The Dallas City Performance Hall*



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Client Introduction  
General Information  
Uniqueness  
Challenges  
Safety  
Commendations  
Project Photographs





This lyrical and elegant addition to the Dallas Arts District promises to be a unique and delightful "village for the arts" for Dallas audiences.



*The Dallas City Performance Hall*

# 2012 GOLD HAMMER APPLICATION

■ Outstanding Commercial Project

*Dallas City Performance Hall  
2520 Flora Street  
Dallas, Texas 75201*

■ Contractor's Name:

*Castro Roofing of Texas, L.P.*

■ Phone Number:

*214.381.8108*

■ Project Owner:

*City of Dallas  
1500 Marilla Street  
Dallas, Texas 75201*

■ Project consultant, engineer or architect:

*Corgan Associates, Inc.  
401 North Houston Street  
Dallas, TX 75202*

■ Other members involved:

*Bradco Supply Corporation, Spec Building Materials,  
Dallas Fort Worth Roofing Supply*

■ Date of commencement / completion:

*September 2010 through February 2012*

■ Submitted by:

*Gustavo Posada*

■ Title:

*Marketing and Creative Services*



*The Dallas Arts District*



"the Arts District is home to the city's leading visual and performing arts institutions"

CITY  
PERFORMANCE  
HALL

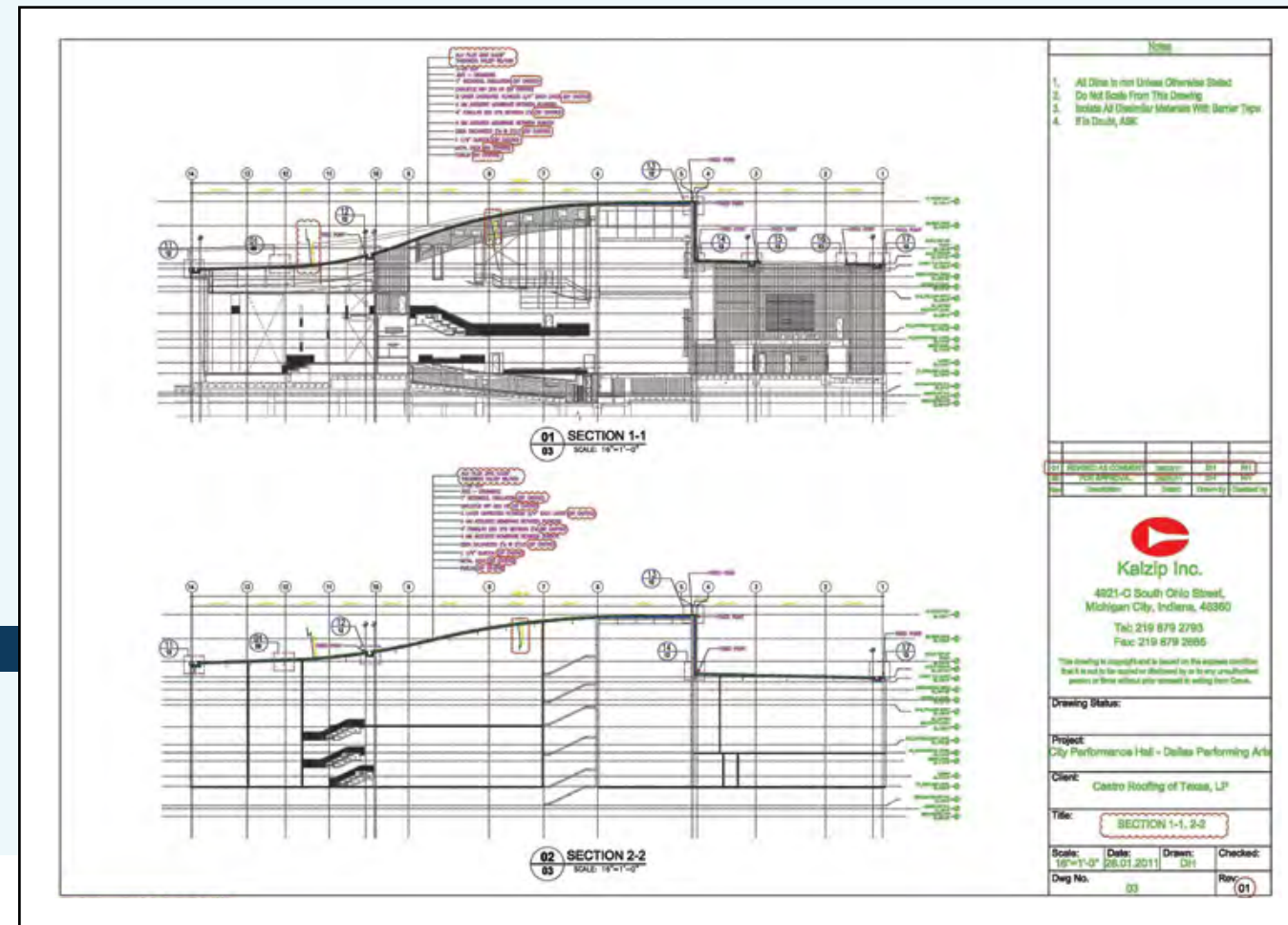
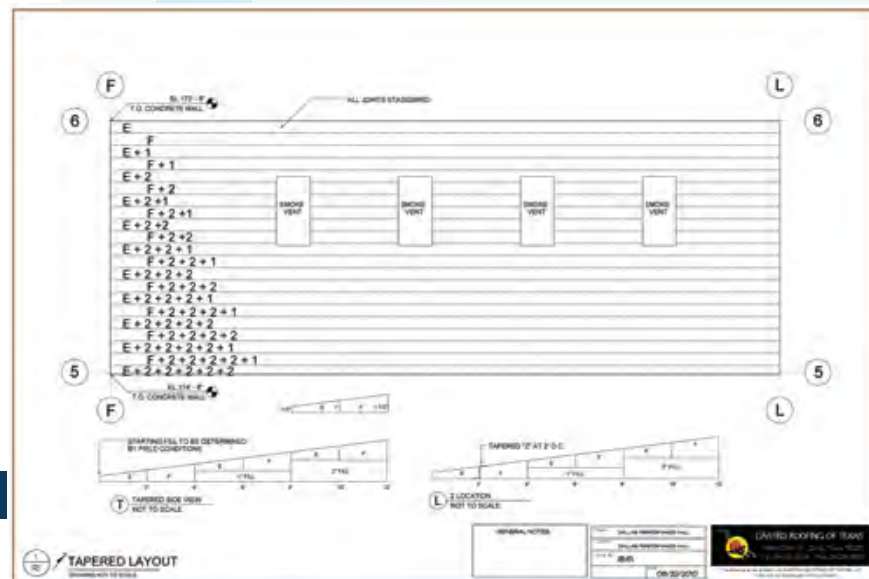
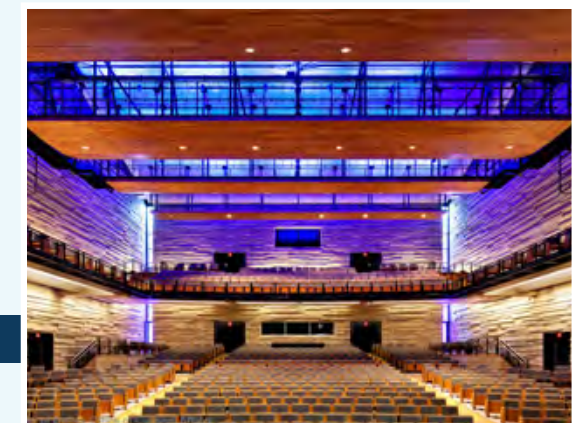
# CLIENT INTRODUCTION

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Located at the intersection of Routh and Flora in Dallas, Texas, the Dallas City Performance Hall opened its doors September 2012 to serve as a multi-disciplinary gateway to the Arts District, presenting a broad range of cultural performances and events by a growing group of small and midsize cultural organizations representing all artistic disciplines and the diverse heritages of the Dallas community.

This lyrical and elegant addition to the Dallas Arts District promises to be a unique and delightful “village for the arts” for Dallas audiences. Designed by Skidmore, Owings, & Merrill, LLP, one of the world’s leading architecture, urban design, engineering, and interior architecture firms, the newly completed Phase I of the design includes a state-of-the-art, 750-seat, multi-purpose theater specifically designed to accommodate a wide variety of performance needs, as well as an expansive front lobby capable of accommodating small performances and events for up to two hundred people.

The dynamic features of these two spaces encourage social and cultural interaction from the street to the stage, from pre-show cocktails to post-show conversation, and offer both artists and audiences the opportunity to engage with all forms of performance, from the outsized spectacle of epic theatre to the smooth elegance of a jazz quartet. Dallas City Performance Hall is the place to discover our next generation of great arts organizations and be captivated by the energetic and multifaceted creative spirit of Dallas artists!



**Kalzip Inc.**  
4021-C South Ohio Street,  
Michigan City, Indiana, 46360  
Tel: 219 879 2795  
Fax: 219 879 2895

This drawing is not to be used for construction without the express written consent of the architect. It is to be used for informational purposes only.



## Property:

Dallas City Performance Hall  
2520 Flora Street  
Dallas, Texas 75201

## Owner:

City of Dallas  
1500 Marilla Street  
Dallas, Texas 75201

## Architect:

Corgan Associates, Inc.  
401 North Houston Street  
Dallas, TX 75202



## Roof System Type:

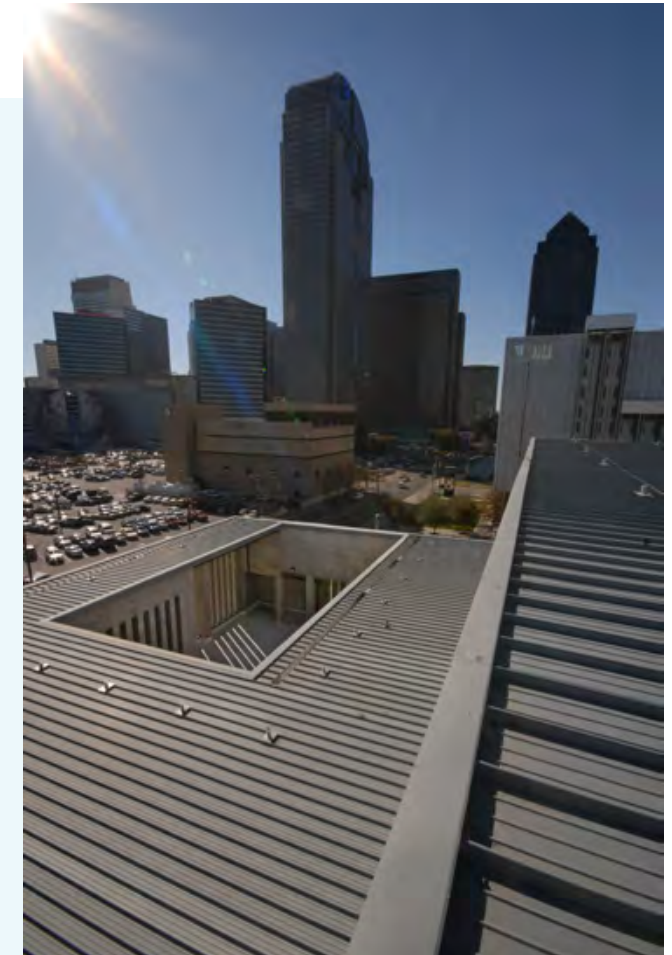
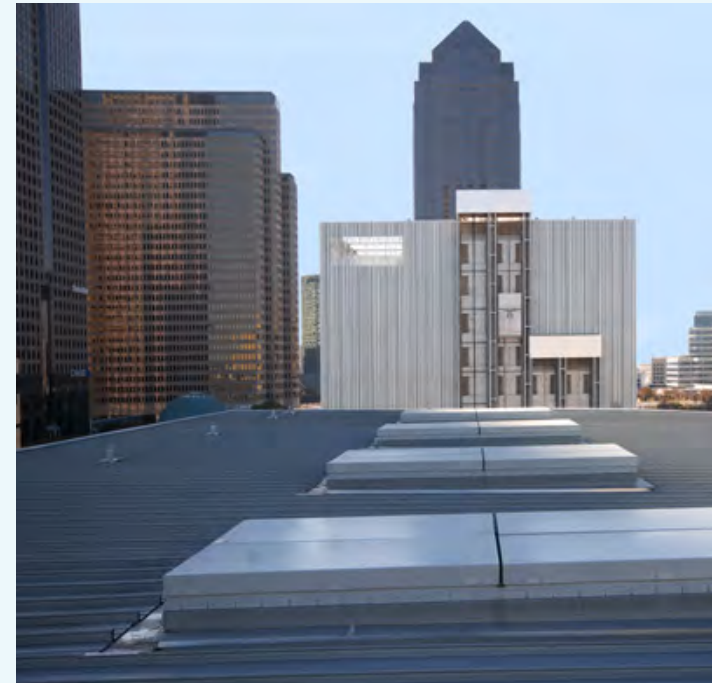
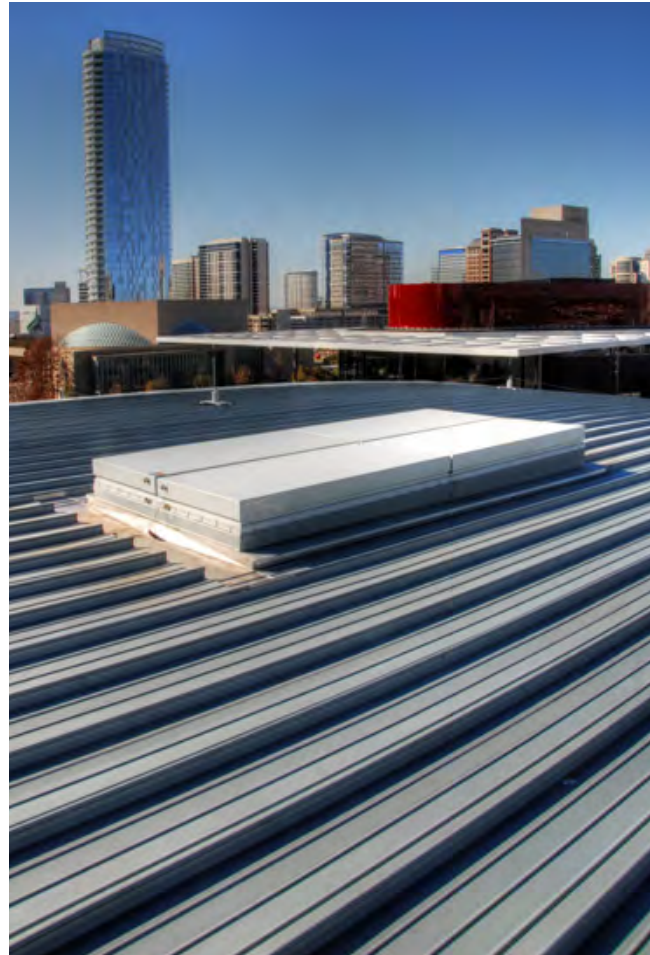
- mechanically seamed aluminum plus zinc coated 2 ½" seam 15 ¾" wide Kalzip 65/400 metal standing roof panel

## Metal Roof Assembly:

- metal deck and structural concrete deck
- custom cut and infill metal deck flutes with mineral wool insulation
- loose lay layer of 5/8" Durock cement board
- loose lay layer of 4mm acoustic membrane
- loose lay second layer of 5/8" Durock cement board
- screw 22ga galvanized metal z's down to deck at 2' on center
- fill space between z's with two layers of 2" Foamular 250 insulation
- loose lay layer of 3/4" Struc-one untreated plywood
- loose lay second layer of 4mm acoustic membrane
- screw down second layer of 3/4" plywood down to top of metal z's
- self-adhere layer of 40mil Carlisle wip 300ht under-layment
- screw down I-25 clips to top of metal z's
- loose lay layer of 1" mineral wool insulation
- self-adhere acoustic anti-drumming membrane to underside of Kalzip Alupluszinc metal roof panels
- anchor Kalzip Alupluszinc metal roof panels to I-25 clips

## Other Interesting Facts:

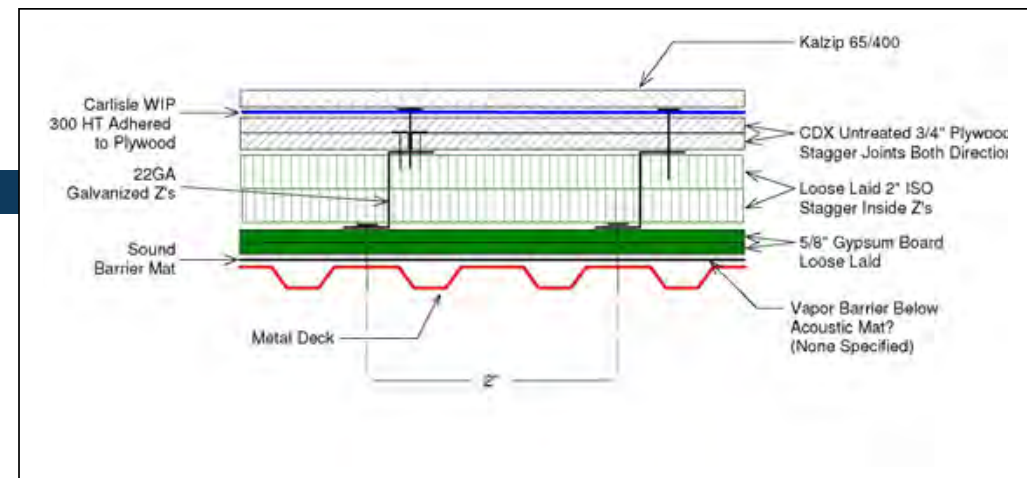
- provided and installed four smoke vents with special acoustical properties
- provided and installed rood hatch
- provided and installed OSHA-approved fall protection system at all roof areas
- small scale mock-up of entire building completed with all details on actual structure
- BIM (Building Information Modeling) – system used to visually input project into a three dimensional model
- Castro Roofing's in-house CAD Designer spent many hours integrating the BIM system
- third party peer was utilized to review entire submittals package
- engineering calculation done for the metal panel roof system
- engineering calculations done for light-gauge z metal and perimeter wood blocking
- entire roof assembly tested for acoustical soundness
- Certified LEED project – all submittals and closeouts related to LEEDS were achieved
- tapered insulation at transition from radial metal deck to flat structural concrete deck was achieved



"high-profile, high-rise buildings provide a birds-eye view of the entire roof and its many facets."



# UNIQUENESS



The Dallas Performance Hall roofing project had many unique characteristics. The acoustical requirements were very stringent and the installation of these items had to be extremely precise. In order to meet both the acoustician's and the architect's requests, multiple meetings were held, with the conversation revolving around the exact position of the different acoustical components, their staggered orientation to one another, and the method of attachment. The submittal process to accomplish this formidable task also required multiple revisions and additional meetings.

The roof assembly consisted of ten different layers of materials. From infilling the metal deck with "rockwool" that was cut from stock material to fit precisely between the deck-flutes, all the way to the self-adhering acoustical anti-drumming membrane, which was hand-applied to the underside of the panels, the roof assembly was a very complicated procedure. A detailed sample of the roof assembly, from the metal deck up, was sent to a laboratory for acoustical testing and final approval.

The aesthetic considerations were of the utmost importance due to the building's unique position in the downtown Dallas area. At this location, adjoining high-profile, high-rise buildings provide a birds-eye view of the entire roof and its many facets. In addition, the elevated Woodall Rogers expressway also provides a magnificent view of the building's unique architectural roof design.



*In these photos different layers of the metal deck, the insulation, the cement board, structural plywood and the acoustic mat can be seen*





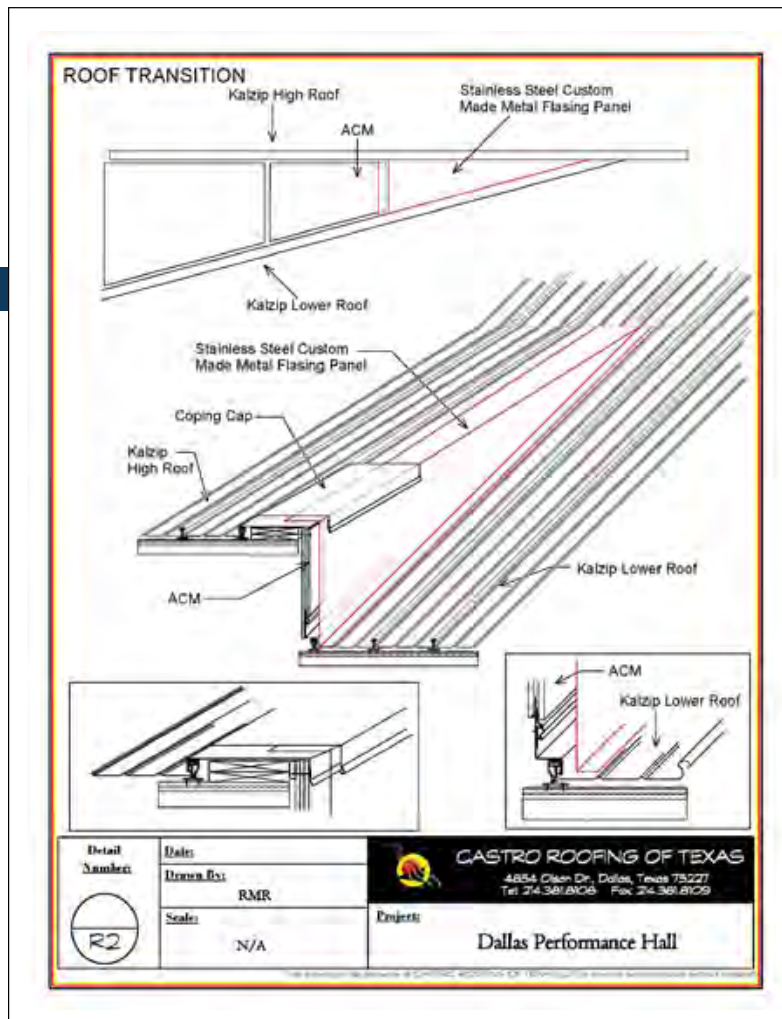
*More layers being installed, the architect stated that any noise during performances was unacceptable. So multiple layers of acoustic mats were installed.*





*The Longest Kalzip® Panels in North America*

# CHALLENGES



The Dallas City Performance Hall used the Longest Kalzip® Panels in North America. Because of this, the length of the panels presented logistical and hoisting challenges. Some of the lengths were 75 feet, 90 feet, and 146 feet, but the longest and hardest to handle were the 306 foot panels. For the first three lengths, a custom-built hoist was used to raise the panels to the roof surface without any damage to the light-gauge metal. However, the longest panels had to be manually lifted by twenty men on the roof and twenty men on the ground. Coordination was key, and thus, the men on the roof had to lift at the same time to avoid damaging the sensitive panels.

Also, the metal panel field fabrication required a significant amount of space. For the longest panels, which measured 306 feet, an adjacent busy road had to be shut down to allow for the necessary space for the panels' fabrication. After that, the twenty member team on the ground was evenly positioned to safely move the panels next to the building, and the twenty member team positioned on the roof hoisted the metal panels.

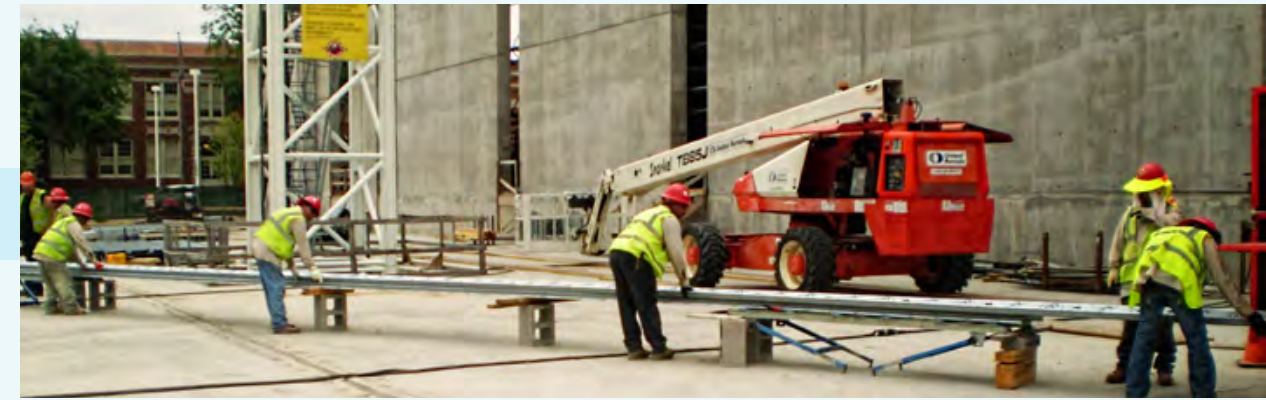
Finally, many of the roof assembly components came from Europe, thereby necessitating careful ordering and tracking of these components. This was critical because shipping costs were high and lead times were extensive.

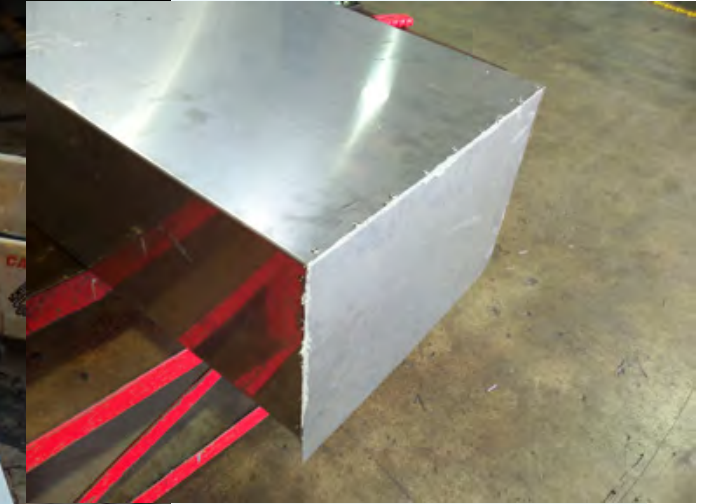




"the metal panel field fabrication required a significant amount of space"



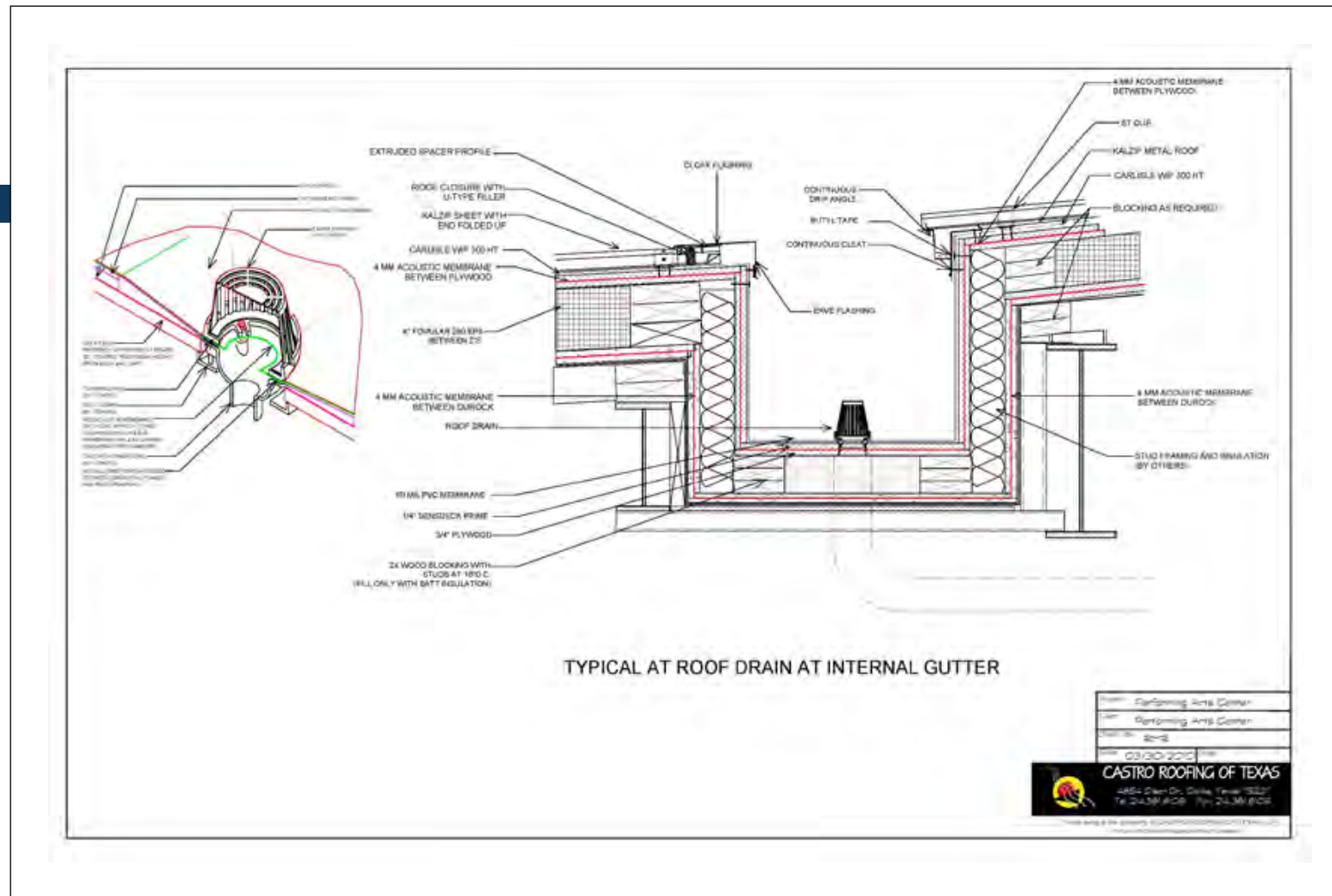




*"Large parts of the system were manufactured and assembled at the award winning Castro Roofing metal works shop"*

# OTHER CHALLENGES

The internal gutter system also turned out to be quite challenging. Large parts of the system were manufactured and assembled at the award winning Castro Roofing metal works shop. The stainless steel gutters were also manufactured and installed at the shop. Each gutter assembly was then fully tapered to provide a positive slope to the drain. The completed gutters were then shipped to the site in forty foot pieces, hoisted to the roof and then properly installed on the roof system.





*"safety meetings were scheduled and held throughout the duration of the entire project"*

# SAFETY

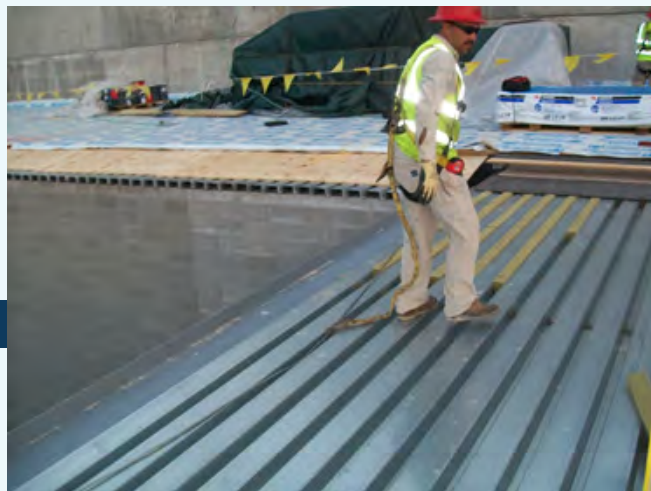


When it comes to safety, there is no compromise. Castro Roofing's regular on-site, "tool box talk" safety meetings were scheduled and held throughout the duration of the entire project. Foremen took the lead by administering the meeting and making recommendations on upcoming portions of the project. A third party job-safety expert was hired to provide an additional job-specific safety plan that was implemented without fail.

As a result, no lost time and zero accidents were reported.

## Important Tool Box Talk Items:

- OSHA Safety Standards review
- 100% tied-off rule in full effect
- urban environment safety requirements
- scaffolding
- hand tools
- eye protection
- protective wear (gloves, clothes, and shoes)
- hard hat safety
- back injury protection
- no horseplay on site



*100% tied-off rule in full effect*





# COMMENDATIONS

Scott Brown  
Castro Roofing of Texas  
4854 Olsen Dr  
Dallas, TX 75227

10 December 2012

Re: Dallas City Performance Hall

Kalzip, Inc would like to commend Castro Roofing for their installation work on the City Performance Hall project. This project presented several complex elements that Castro was able to respond and bring the project to successful completion. Specifically these elements included the following:

Acoustic Build Up – Castro installed/supplied/tested a sensitive acoustic assembly was specified by Corgan Associates Architecture to meet the project requirements. This included hand applying Kalzip anti-drumming material to the backside of the pre-formed sheets on the roof.

Detailing and Geometry – The project featured a multi-wave curved roof, long length continuous sheets, and multiple roof penetrations. Again, Castro demonstrated technique and resourcefulness to accommodate these extreme project conditions. As an example, the site formed panels were rolled in excess of 300ft long onsite. These are the longest single length Kalzip panels roll formed in North America to date. Sheets of this length required thorough coordination of the site labor. Just the handling aspect alone is a major undertaking to ensure the panels were lifted and installed without damage.

Material –The Kalzip standing seam roof material supplied for the project (Alupluzinc) has a zinc surface fused with an aluminum core. This material, like other zinc metals, requires specific and careful handling that must be followed by the installation crews.

Kalzip enjoyed working with Castro for this project and look forward to the next opportunities on the horizon!

Sincerely,

Dan Vinet, PE  
General Manager







To: Ruben Amesquita  
Castro Roofing  
4854 Olson Drive  
Dallas, Texas 75227

RE: Dallas City Performance Hall project

The Dallas City Performance Hall is a very unique building which will provide the City of Dallas a beautiful venue to explore the Arts. One of the unique characteristics of this building was its roofing component.

Due to the nature of the building, acoustics were major challenge in the design of the roof. The roof consisted of many layers of acoustic material capped off with Kalzip panels that exceeded single lengths at minimum of 125 feet and some up to 320 feet. Castro's field operations exceeded the owners and McCarthy's expectations.

After various coordination meetings, the field supervision from Castro implemented this difficult roof with high quality performance and attention to detail. I recommend Castro Roofing for the 2012 Golden Hammer Award.

Thank you,

*Wesley Moncrief*

**Wesley J. Moncrief**

**Project Manager**

McCarthy Building Companies, Inc.  
2600 Ross Ave, Dallas, TX 75201  
Office: 214.754.9111 Ext:25

Fax: 214.754.9106

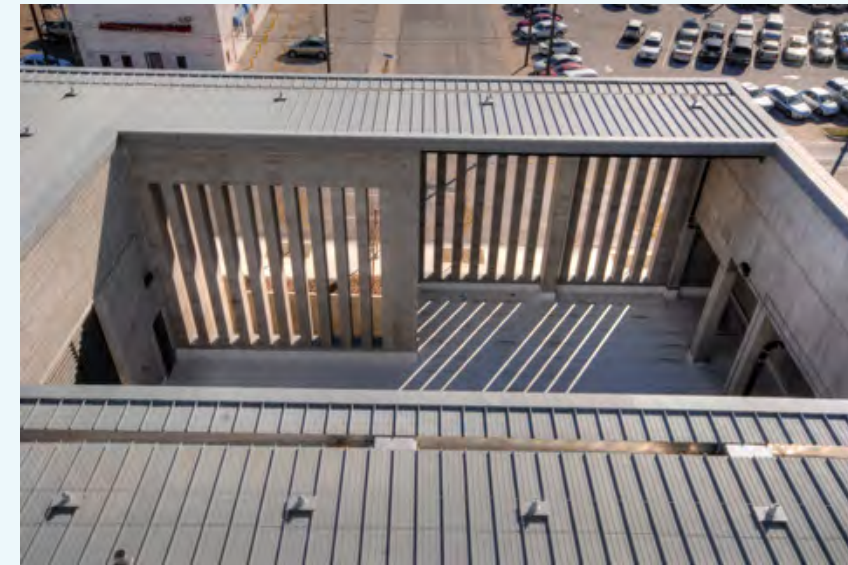
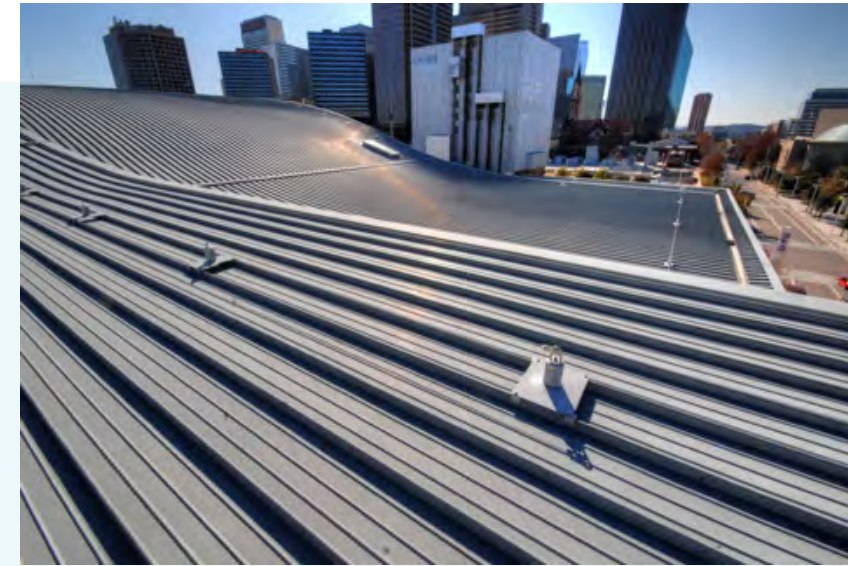
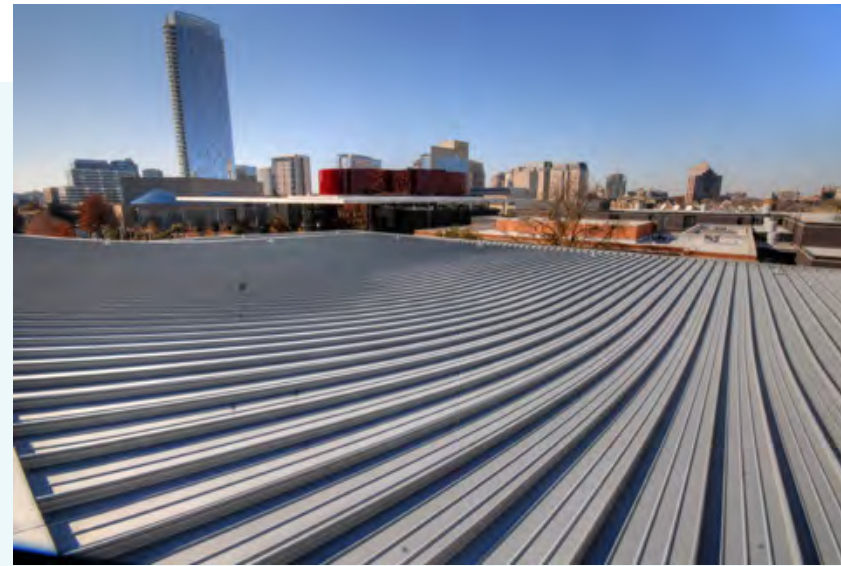
Mobile: 469.323.3576

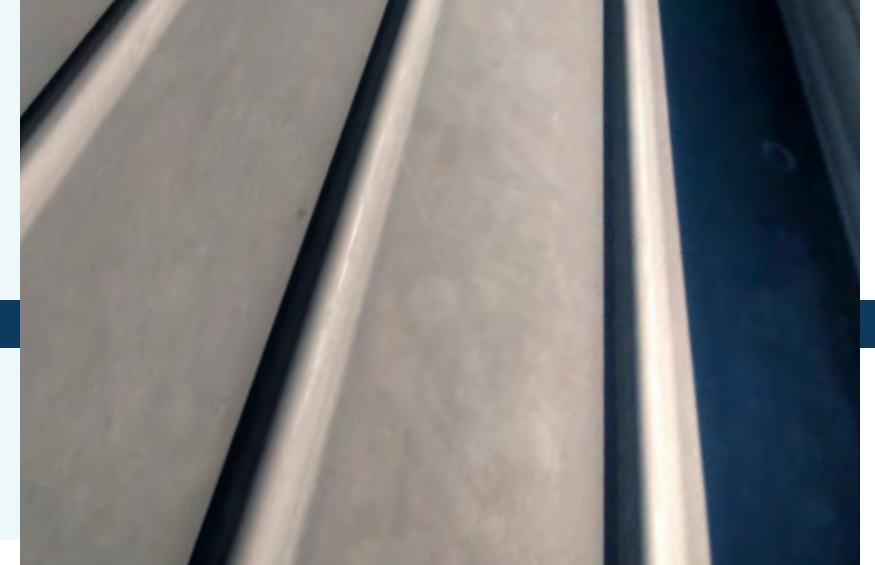
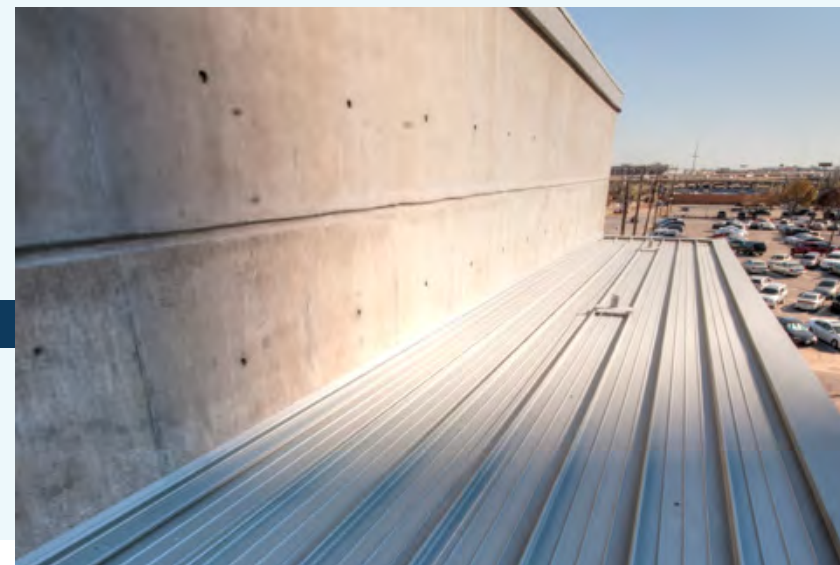
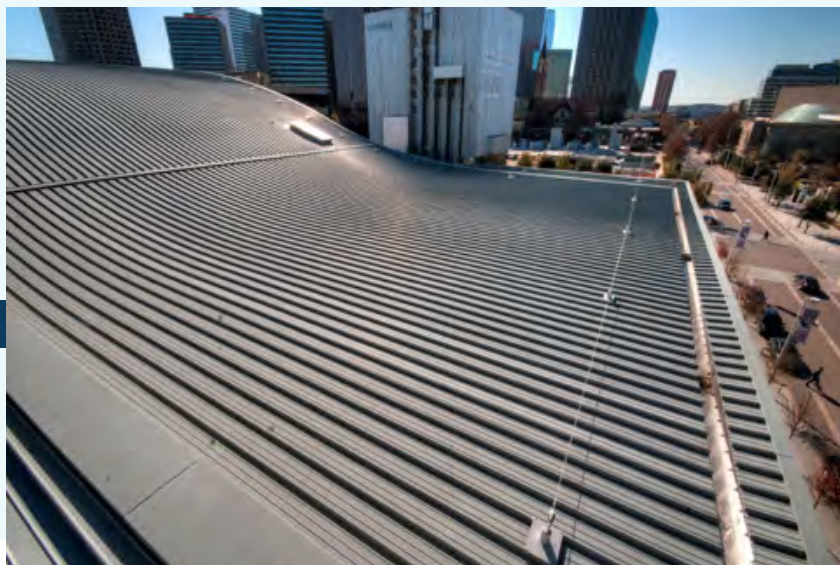
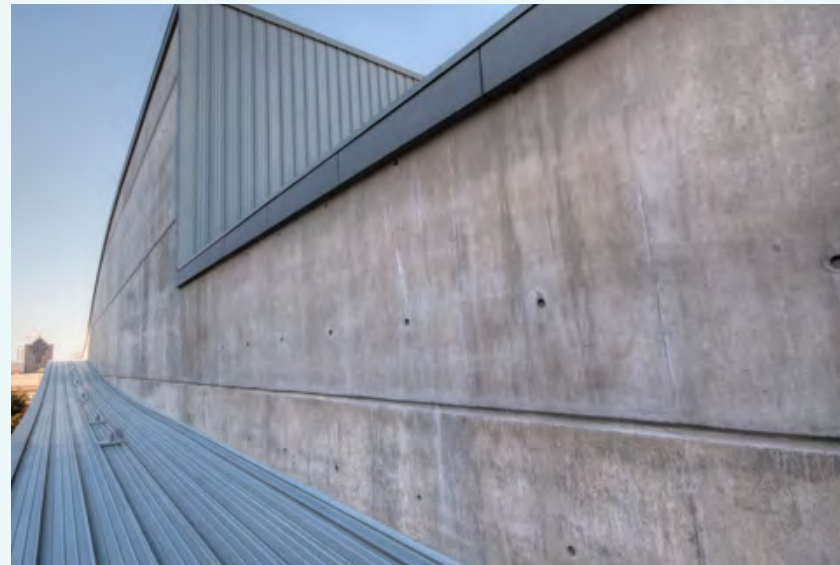
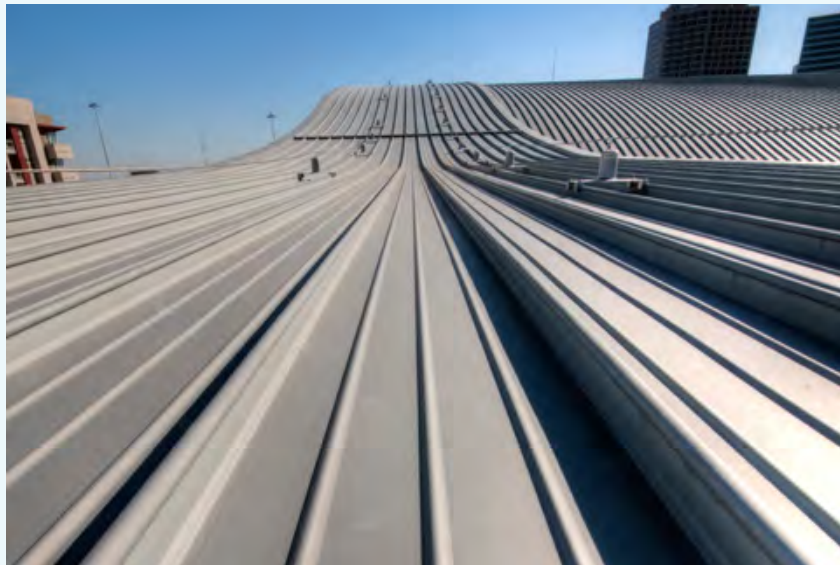
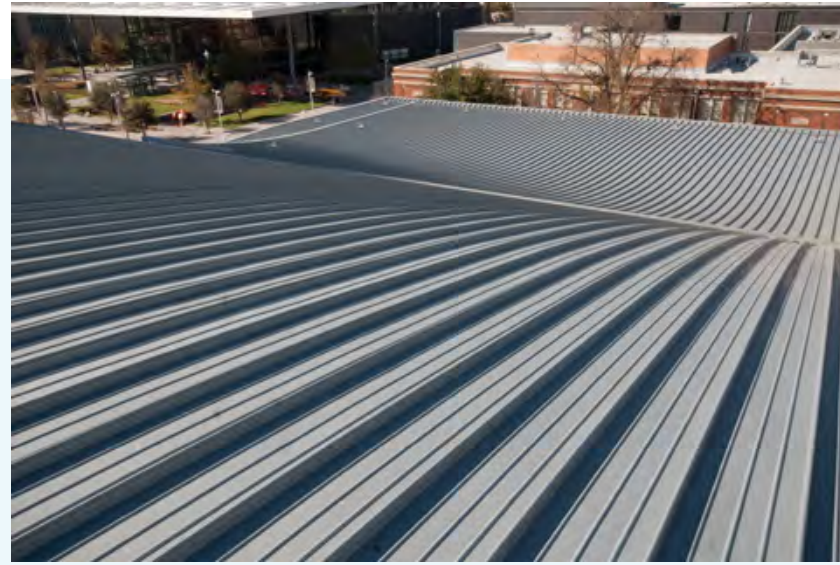
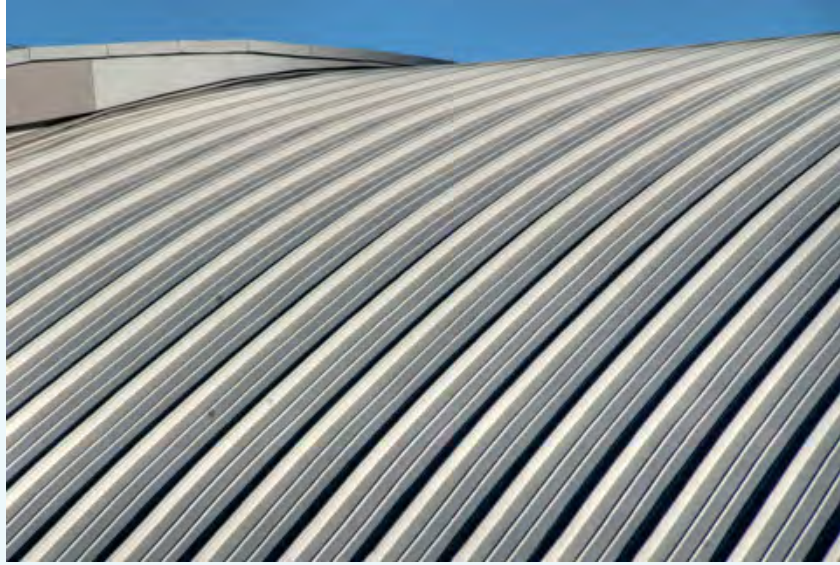
# COMMENDATIONS

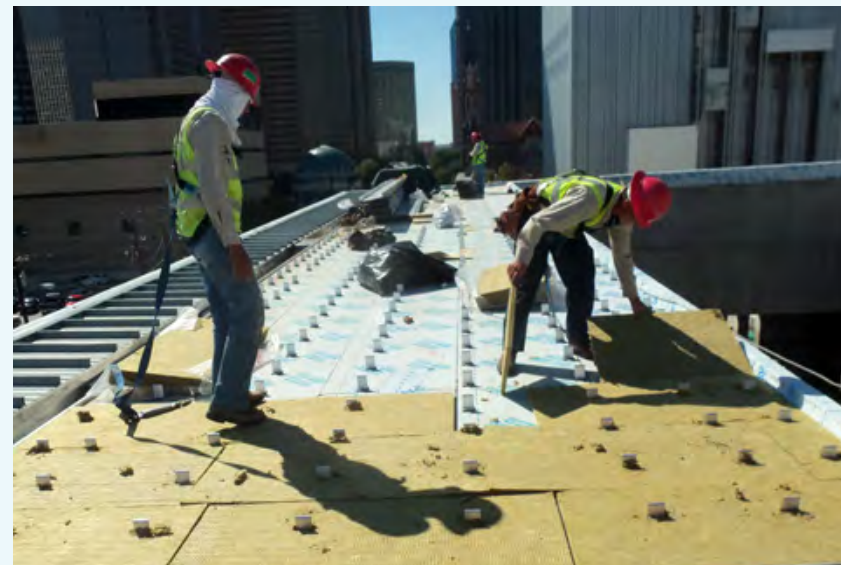
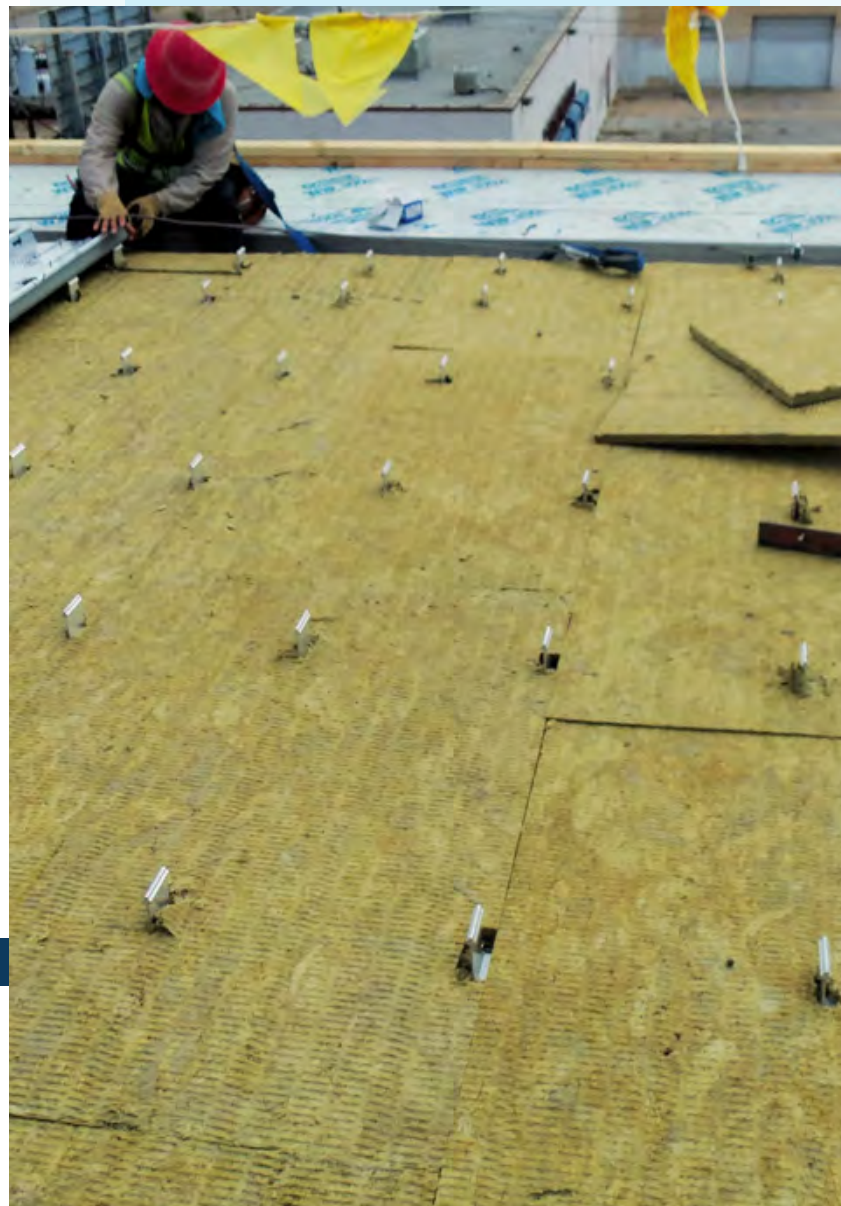
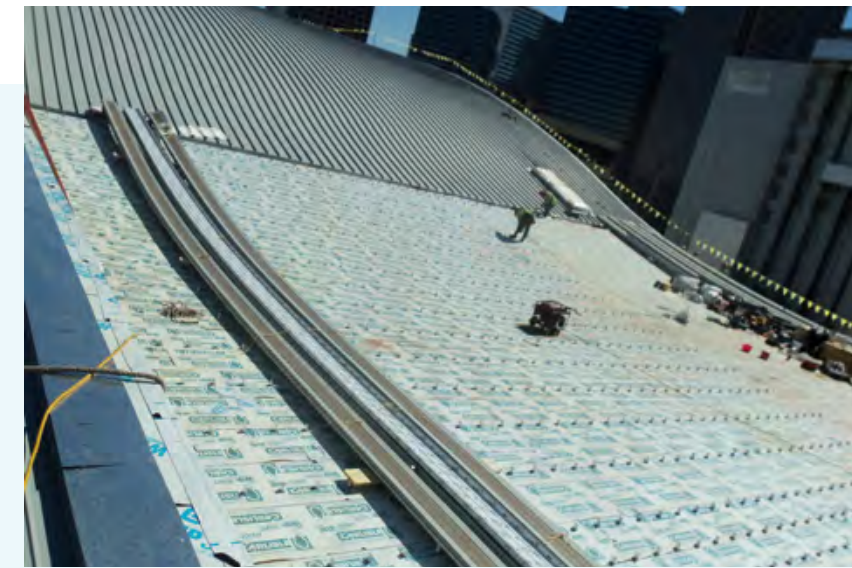


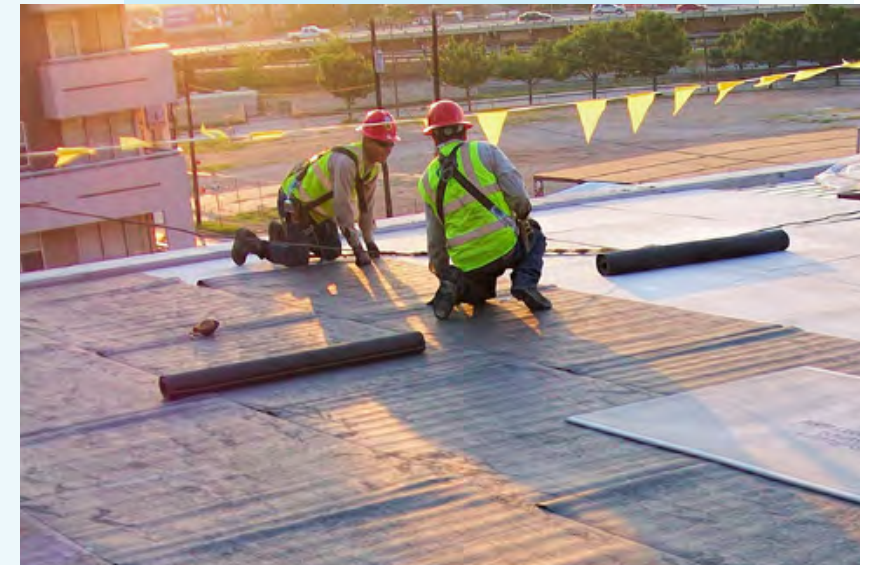
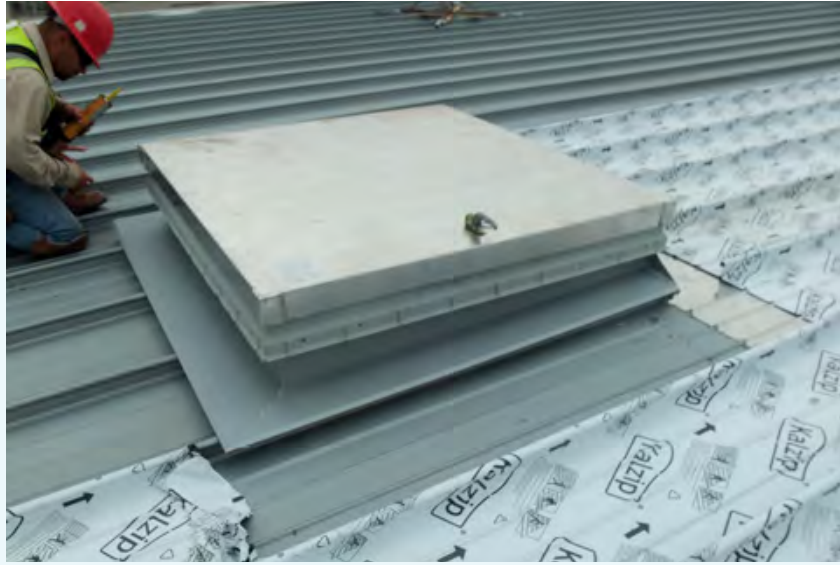














The First LEED® SILVER Certified Performance Hall in Texas

CITY  
PERFORMANCE  
HALL



The City Performance Hall uses the Longest Kalzip® Panels in North America





# NO MORE LEAKS

Seventy percent of our planet is covered by water. None the less, most businesses want to keep water out of their buildings. Every year, roof leaks cause millions of dollars in damage. Equipment and the interior of your building often take the brunt of the loss, but mold and other harmful bacteria can cause air quality nightmares that may take some time to develop and eradicate. The EPA rates indoor air quality as a top five health risk in the United States, cit-

ing that two-thirds of our buildings are rated "sick." These problems wreak havoc on employees, especially those who suffer from asthma or have allergies that are sensitive to airborne mold, pathogens, or spores.

These are the reasons why Castro Roofing recognizes the importance of repairing leaks for good. That's why we offer our Permanent Leak Repair Warranty. We fix it right the first time or you don't pay a dime!

## Everyone has those NIGHTMARE roof leaks that won't go away...

The Castro Roofing "Permanent Leak Repair Process" guarantees that the leaks go away forever, or you get your money back.

Dear Victim,

The Hitcher was voted as one of the top 10 most popular horror movies of all time. Whether you enjoy horror movies or not, we hope that you enjoy our marketing spoof (not a copyright infringement) of the movie poster, "The Roofer."

At Castro Roofing we know that every company has those nightmare leaks that just won't go away, no matter how many times you call the roofing contractor to come out and fix it.

Somehow these leaks never gets repaired. We call them "Nightmare Leaks." You can't seem to get rid of them. They always return when you least expect it, just like the Hitcher. The difference is that these nightmare leaks are not entertaining and they cost you a lot of money and frustration.

## The Castro Roofing "Permanent Leak Repair Promise"

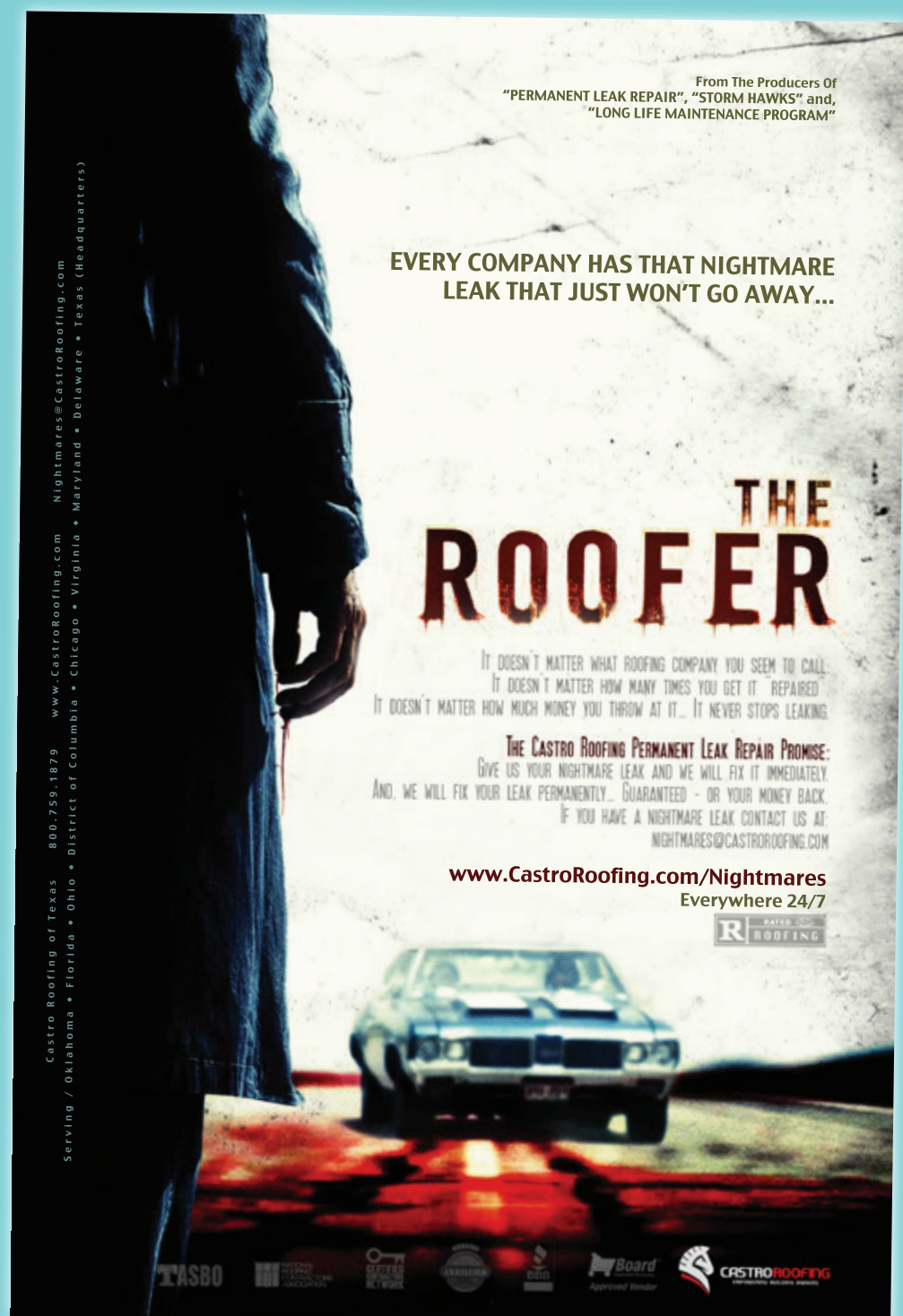
We will fix your nightmare leak permanently... or, you get your money back. It's that simple!

At Castro Roofing, we are the best in the industry at what we do. We don't feel that clients should pay for repairs that don't stay repaired. This horror movie poster spoof is just our unique way of letting you know that we understand, we care, and we can help.

We guarantee it!

Enjoy,

*The Castro Production Team*



[www.CastroRoofing.com](http://www.CastroRoofing.com)  
800-759-1879

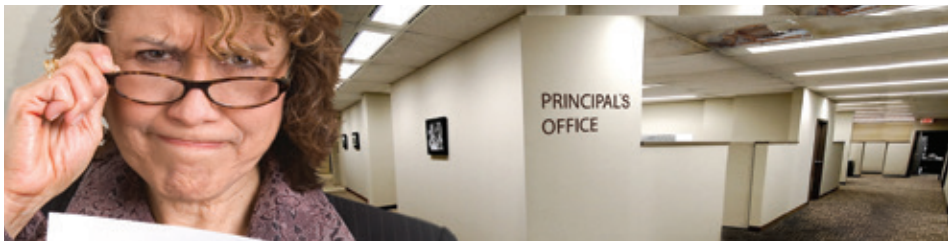




# PERMANENT ROOF LEAK REPAIR

## WHAT OUR CLIENTS ARE SAYING ABOUT OUR LEAK REPAIRS

### “NO ONE COULD FIX OUR LEAKY ARCH”



Principal Barbara Hamric of Lewisville ISD was accustomed to sending strongly worded letters to her facility manager every time it rained. It seems like the same leaks could not be repaired in her building. “The arch in our entry way is the visual center of the entire school,” stated Principal Hamric. “People comment on how stunning it is all the time. What most people don’t know is that the beautiful arch has leaked from the first day it was installed six years ago. The original roofer couldn’t fix it and several other roofers have refused to even look at it because they say it is too dangerous.”

Castro Roofing came out and used safety equipment to inspect the arch. They quickly discovered that the wrong kind of rivets had been used in several places, resulting in an extremely easy-to-fix leak. Less than an hour later, the repair was complete and it’s never leaked since.



### NOBODY BELIEVED IT WAS FINALLY FIXED!



When the City of Mesquite hired Castro Roofing to fix the leak that no one had been able to fix for 20 years, nobody could believe when it was actually fixed.

The leak had caused water to trickle down a pillar and pool on the floor in the main entry way. They quit trying to fix it about 10 years ago (after dozens of failed attempts), and instead would just put out a “caution wet floor” pylon. It just happened to rain the day we fixed it, so we were there to witness people walking around the pillar without even thinking about it. One man walked up to the pillar, touched it (dry, of course!), backed up, and walked around anyway!



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## The Award Winning Castro Roofing Line of Products, Programs and Systems



### Commercial Roofing Special Storm Unit

With StormHawks™, you have the industry’s top severe weather damage experts ready to take action.



### Storm Readiness Program

FirstWatch helps minimize the dangers associated with the claim process and maximizes the amount of funds necessary to repair storm damage.



### Commercial Roof Monitoring Program

This program extends the life of your roof system by developing and maintaining a comprehensive database of roof management information.



### Permanent Roof Leak Guarantee

When FAILURE is not an option! Our roof repairs are guaranteed for the life of the existing roof.



### Design-Build Roofing Systems

A higher standard of excellence in the design and installation of long term commercial roofing systems that possess exclusive long term roof warranties.



### Thermal Mapping and Surveying

The Military Grade X-VISION Thermal Scanner determines real problems versus best guesses and helps develop strategies for repairs.

A stylized, monochromatic hawk logo in shades of gray. The hawk is depicted in profile, facing right, with its wings spread wide. The design uses bold, geometric shapes and gradients to create a sense of motion and power. The text 'STORM HAWKS' is overlaid across the center of the hawk's body.

# STORM HAWKS

COMMERCIAL ROOFING SPECIAL STORM DIVISION

# Storm Roof Damage Requires Special Expertise.

It Requires...

## STORM HAWKS



There's a storm coming. You can see it in the distance, feel it in the air and read about it in the papers. The critical question is: "Will my roof survive this storm?"

Sometimes the answer is yes and you are lucky enough to last through another night of hail. But often times, your roof becomes the victim to storm damage and whether it be snow, wind, or hail, the damage can be substantial, even when you can't see it.

When your roof has fallen victim to this kind of damage, no ordinary handyman will be able to do the job for you. This kind of work requires special expertise.

It requires Storm Hawks™.

The Storm Hawks were created to fill a gap in the marketplace, one that frankly, hadn't been filled before. The public cried out and Castro Roofing responded swiftly, taking an innovative and advanced

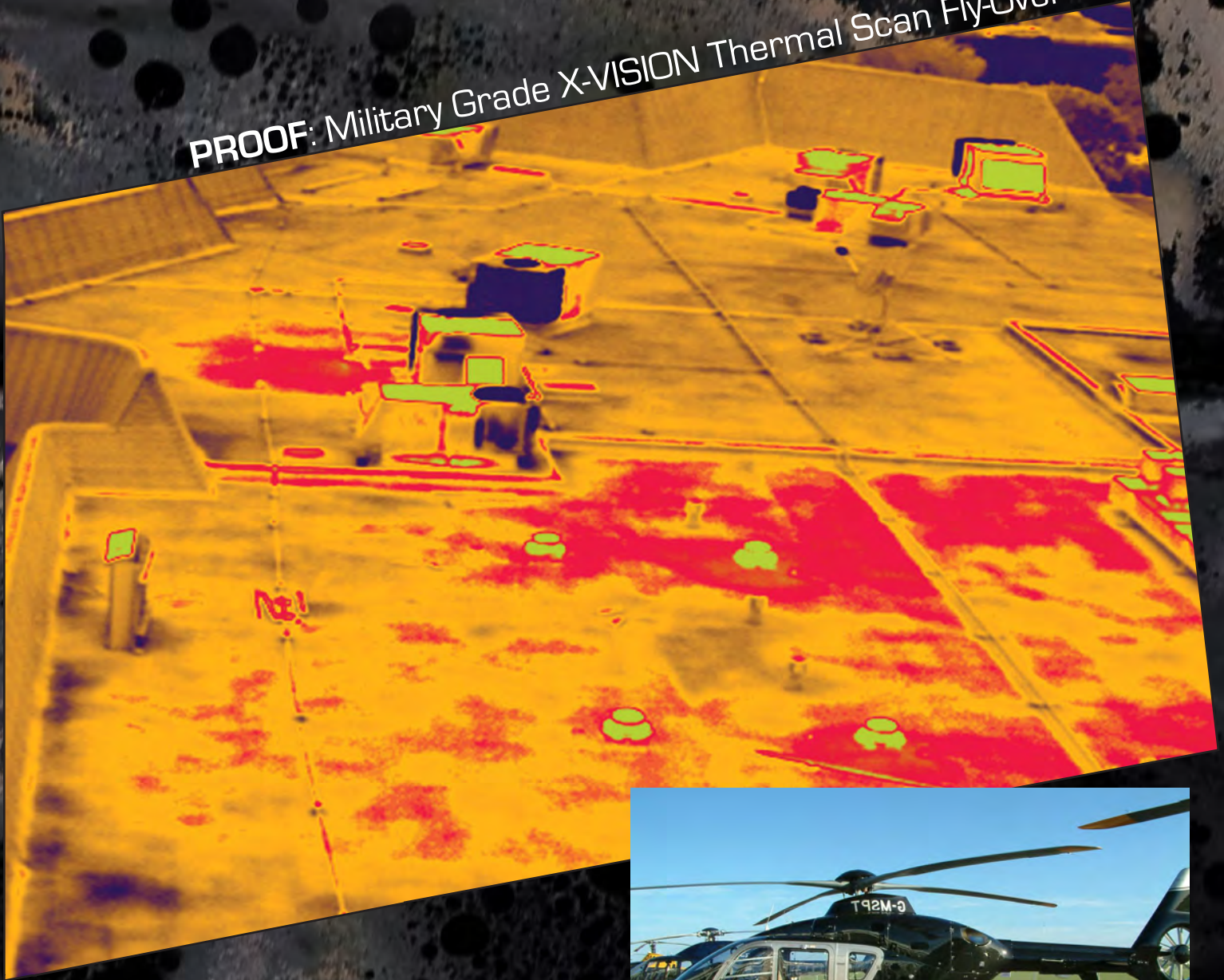
approach to the world of commercial roofing. With a team composed of everything from their own attorneys that only work on insurance claims for the policyholder (which is critical and something you might not be aware of) to their military grade equipment, including infrared and thermal scans, which enabling them to "see" damage on your roof not visible to the naked eye.

The Storm Hawks are the most equipped and the most knowledgeable people for your roof, whether it be slight damage or a full-blown disaster.

At Castro, we take an individualized approach to all our work. To put it simply, we don't look at it as "just another roofing job". We realize the details and intricacies that go into every aspect of what we do and we do all we can to give you exactly what you need to get your roof in like-new condition, most of the time even better than when it was first installed.

# After Any Storm... Your Roof HAS Damage No Matter What The Adjustor Tells You

**PROOF:** Military Grade X-VISION Thermal Scan Fly-Over



“Over 100 governmental and commercial clients are using X-Vision to see their building to determine real problems versus best guesses and develop target strategies for repairs.”



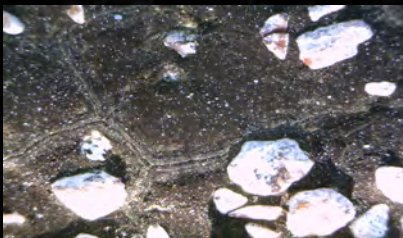
# Five Type Of Damage They'll Never Find During Their Roof Inspection



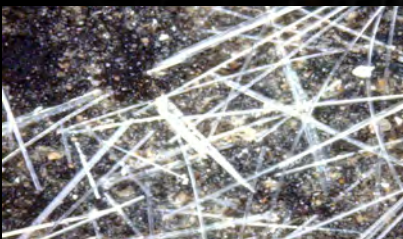
**Bruising:** Bruising on a roof is very similar to bruising on the skin. When your roof is hit with hail, small pieces and materials inside the roof will break and therefore "bruise" the roof. The difference is that, unlike people, a roof cannot heal its self. Bruising is very difficult to spot unless you know exactly what you are looking for, and damage will not show up for up to 2-3 years.



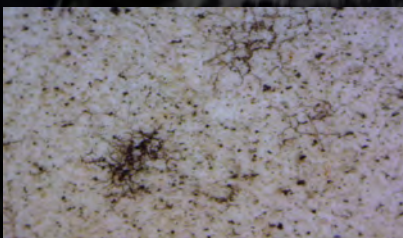
**Minor Fractures:** Micro Fractures happen when the material inside a roof cracks which can be on the surface or internally. You will not be able to see micro fractures with the naked eye but that does not mean there is not damage. If you took a look under a microscope, you could see the cracks and therefore, the damage.



**Fractures:** Fractures happen when the material inside your roof cracks these can be on the surface or internally. Fractures are obviously a more severe problem than micro fractures. They can be visible to the eye, but are sometimes more difficult to detect, requiring special equipment to see the extent of the damage.



**Infiltration:** Infiltration happens when water gets inside a roof system and does not drip from the ceilings, it stays contained inside the roof, where it can rot, mold, and create serious air quality issues. You can end up wasting a lot of money on energy for your building, losing heat and air condition to wet insulation.



**Deflection:** Deflection is a term that is related to snow load or water. If you have a large amount of snow or water on a roof, it forces the deck of the roof downward and flexes it. The cold from the snow will make the asphalt on the roof very brittle and then the weight of the snow will force water into any cracks or open laps on the roof. The weight of the snow or water could also lead to the collapse of the entire roof systems.

# We Come In, Find Damage, And Fix Damage

It Costs You Nothing. It's in your Policy,  
And We'll Get You The Proof To Get You  
The Roof.

Our Unique LOOKOUT™  
Online Software  
Program Makes it  
Happen

The LOOKOUT™ product is a proactive maintenance software that monitors your roof to ensure that it is always in good condition. The lookout program is a complex log of all of your roof info, health, inspection date and times, companies, etc. Think of it like going to the dentist. To prevent cavities, you visit the dentist 1-2 times a year. It's the same way with your roof. Preventative maintenance will give your roof a 30%-40% longer life. Let us lookout for your roof!



## Engineers Certified Inspection

After a loss, the most critical phase of your construction restoration process is the onsite damage assessment. This is a Visual Inspection by a HAAG Certified Storm Hawks project consultant. that illustrates a small part of the damage scope. A full certified inspection and report of findings can help with anything from consulting and supporting repair, restorative, immediate damage to litigation support. It includes a scope of any adjustments and it supported certified testing accurately presented.

### Commercial Roof



- 1 Notice how the color has drastically changed
- 2 The commercial roofing tiles wear and tear
- 3 Roof access hatches side paneling are bad
- 4 Commercial roof skylights shatter during
- 5 Drainage pipes stick high above the roof





# Here Are the 2 Most Common Tricks Insurance Companies Will Use To Get Out Of Paying For Your Roof Damage.

Always remember that insurance companies are not in business to pay claims; if that were their intention they would be out of business already!

## **#1. TESTING:**

Very often, the insurance company will conduct a test on your roof to see if any “functional damage” has been done (functional damage refers to damage that will shorten the life expectancy of the roof). This is obviously not in favor of the policy holder. Another thing you should know: Their tests are inaccurate! The tests insurance companies use are made for a brand new roof, but are used on older roofs that have normal “wear and tear”. Once they conduct a false test, it’s simple to claim that there was existing damage before the storm, and they are not held responsible.

## **#2. COSMETIC VS. CATASTROPHIC:**

Another thing that insurance companies are fond of using is the “If it’s not broken, don’t fix it” mentality. The trouble here is that, unless your roof is completely demolished, the insurance company can (and often will) claim that the damage is simply “cosmetic” and therefore, not their responsibility. (are you seeing the pattern yet?) They will only fix what they refer to as the previously mentioned functional damage and will pass off everything else from their pockets to yours.

Now, let’s face it... you don’t know much about your roof and the damage that there is or isn’t (depending on what the insurance company is claiming). The insurance companies rely on the fact that you aren’t completely sure and naturally, want to trust these “experts”. They use that trust to “pull the wool over your eyes” almost every time. And this is why, you need Storm Hawks.

After we have found the damage, we bring into play the Storm Hawk reports. Our reports are extremely detailed, the average being 160 pages, whereas a typical engineer’s is only 10. We document every detail we can fit on paper then send it to the insurance company. It usually compels them to do the right thing, once they find out who they’re up against.



# List of Services

## **LONGLIFE**

### **Design-Build Roofing Systems**

A higher standard of excellence in the design and installation of long term commercial roofing systems.



## **LOOKOUT™**

### **Commercial Roof Monitoring Program**

LOOKOUT™ extends the life of your roof system by developing and maintaining a comprehensive database of roof management information.



## **STORM HAWKS™**

### **Commercial Roofing Special Storm Unit**

With Storm Hawks™, you have the industry's top severe weather damage experts ready to take action.



## **PERMANENT ROOF LEAK REPAIR**

### **Permanent Roof Leak Warranty**

With Storm Hawks™, you have the industry's top severe weather damage experts ready to take action.



## **X-VISION**

### **Thermal Mapping and Surveying**

The Military Grade X-VISION Thermal Scanner determines real problems versus best guesses.



## **FIRSTWATCH**

### **Storm Readiness Program**

FirstWatch is a storm readiness program developed and designed by the Storm Hawks™ at Castro Roofing and a team of public insurance adjusters and private lawyers.





**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS

[www.Storm-Hawks.com](http://www.Storm-Hawks.com)

800-759-1879

[www.CastroRoofing.com](http://www.CastroRoofing.com)

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CR-0012\_Storm\_Hawks\_Guide

## WHEN DISASTER STRIKES

Most businesses are not prepared when natural disasters strike. Simply put, we cannot control when and where these natural events occur but we can lessen their impact by preparing for when they do happen.

## WHEN INSURANCE CLAIMS GO WRONG

We all know that insurance policies can be hard to understand. Even then, business owners often try to handle insurance claims themselves, or worse, they leave handling the claim up to the insurance company creating a "fox guarding the hen house" scenario. Hoping they will be treated fairly, the business owner puts his largest investment, his building, in the hands of the insurance company and the adjuster that it sends to review the damage sustained. Whose side do you think "the fox" is on?

Given the circumstances and the dangerous nature of the situation, the results from your insurance claim could be more devastating than the natural disaster.

## PROTECT YOURSELF FROM DISASTERS

FirstWatch is a storm readiness program that was developed and designed by the StormHawks™ at Castro Roofing and a team of public insurance adjusters and private lawyers.

FirstWatch helps minimize the dangers associated with the claim process and maximizes the amount of funds necessary to properly repair any storm damage sustained during severe weather. This program has been developed to get you back in business with minimal delays.

It incorporates an advanced agreement between your organization and Castro Roofing, and provides an immediate and comprehensive response to disasters at ZERO cost to you.

- Avoid long business interruptions
- Reduce the cost of repair
- Avoid claim denial
- Maximize settlement amount
- Properly repair and warrant all work



# FIRSTWATCH

STORM READINESS PROGRAM



Commercial Roofing  
Special Storm Unit

With StormHawks™, you have the industry's top severe weather damage experts ready to take action.



Commercial Roof  
Monitoring Program

This program extends the life of your roof system by developing and maintaining a comprehensive database of roof management information.



Design-Build Roofing Systems

A higher standard of excellence in the design and installation of long term commercial roofing systems that possess exclusive long term roof warranties.



Permanent Roof Leak Guarantee

When FAILURE is not an option! Our roof repairs are guaranteed for the life of the existing roof.



Thermal Mapping and Surveying

The Military Grade X-VISION Thermal Scanner determines real problems versus best guesses and helps develop strategies for repairs.



**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS

[www.STORM-HAWKS.com](http://www.STORM-HAWKS.com)

800-759-1879

[Storms@Storm-Hawks.com](mailto:Storms@Storm-Hawks.com)

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CR-0021v02 0112

# FIRSTWATCH

STORM READINESS PROGRAM



## WHY WAS FIRSTWATCH CREATED?

In this industry, there are so many ideas and so much information coming from so many seemingly credible sources that it's hard to know what is myth and what is reality. The problem is most myths seem real.

FirstWatch was created because insurance claims are being denied more than ever before. It is critical to have the claim strategies in place prior to being effected by a severe storm event. Prior planning increases the building owner's opportunities to obtain a fair insurance settlement.

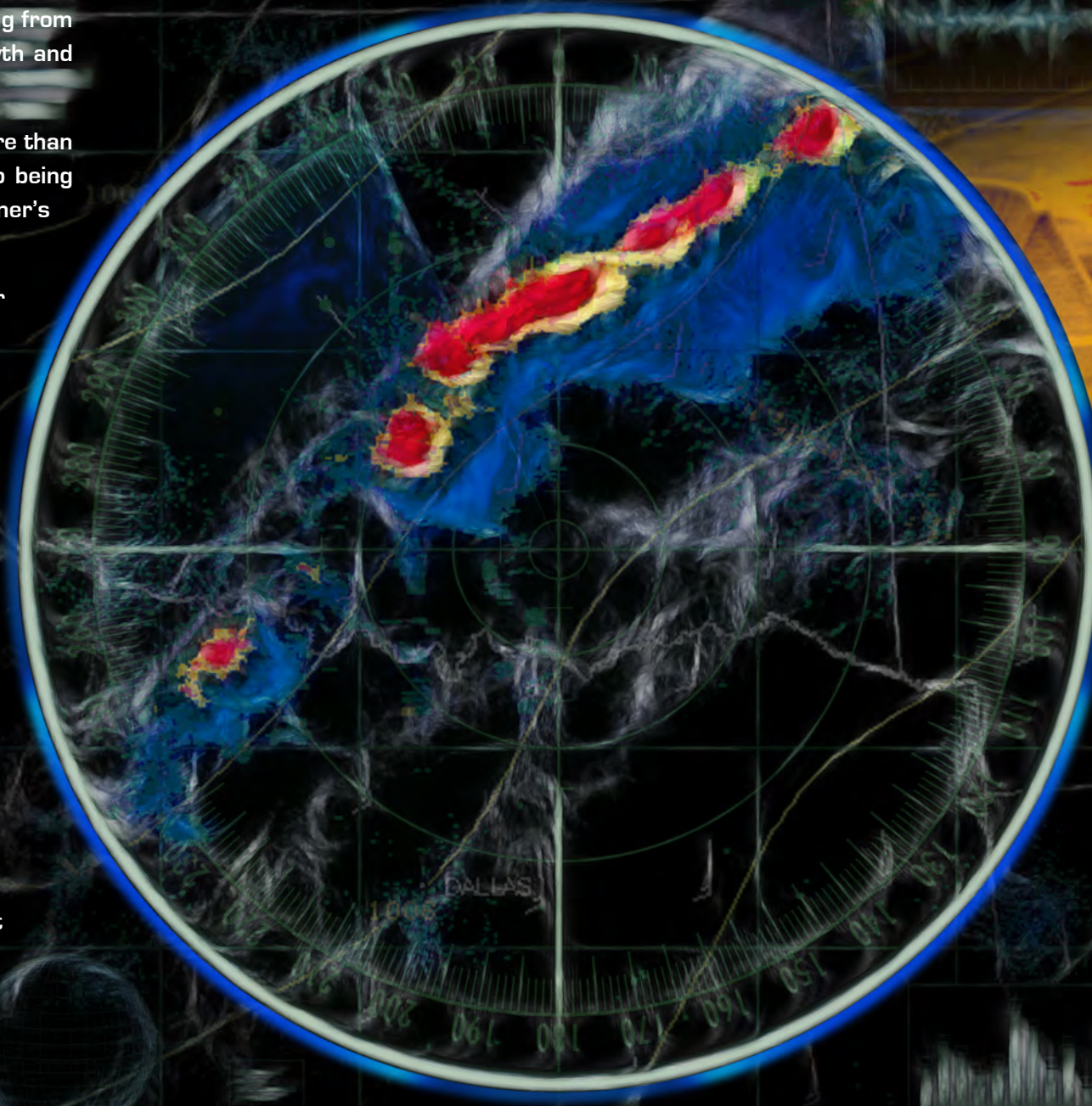
The FirstWatch storm readiness program prepares the policyholder in the event that they are impacted by severe weather. This program provides the business owner with the peace of mind that when disaster strikes, a plan is already in place to protect their largest investment.

The StormHawks™ FirstWatch Pre-Authorization program was specifically designed to improve post-disaster conditions efficiently and effectively. FirstWatch Pre-Authorization program, an advanced agreement between your organization and Castro Roofing, provides an immediate and comprehensive response to disasters.

As a FirstWatch client, a StormHawks™ Special Storm Unit Responder will be at your site within hours of notification by our FirstWatch weather alert system. StormHawks™ will know about the incoming weather before you do.

- Pre-Authorization Agreement in place
- Pricing structure agreed to in advance
- Storm Alert procedures in place for quick alert and deployment
- Emergency Repair priority response
- StormHawks™ priority response
- Pre-existing conditions documented by Lookout program (no cost if policyholder is a Lookout client)
- Implement X-Vision THERMAL MAPPING AND SURVEYING Program if beneficial to client and ROI
- Document existing roof conditions prior to a storm event

## AFTER ANY STORM.... YOUR ROOF HAS DAMAGE No Matter What The Adjustor Tells You!



### Military Grade X-VISION Thermal Scan Fly-Over

*"Over 100 governmental and commercial clients are using X-Vision to see their building to determine real problems versus best guesses and develop target strategies for repairs."*

## FIRSTWATCH BENEFITS

### FirstWatch Weather Alert

Weather Alert is an advance meteorological forensic notification program. The hail analysis system instantly pinpoints the size and locations impacted by large hail. By integrating cutting-edge hail detection with proprietary 3-D modeling of individual storm cells, the FirstWatch Weather Alert system notifies you of potential damage to any of your properties within the United States.

### FirstWatch Emergency Repairs

It is extremely important that measures be taken immediately after a weather catastrophe to minimize secondary damages. From tarping your roof to boarding up window openings, the FirstWatch Emergency Repairs catastrophe cleanup crews are always available — 24 hours a day, 7 days a week, 365 days a year!

Under most insurance policies, you, the policy holder, are responsible for protecting your interior at all costs. Thus you are held responsible for any interior damages that may be caused by prolonged exposure from a leaking or damaged roof.

### FirstWatch Superior Forensic Investigation

FirstWatch uses the most advance forensic equipment to reveal damage no one else can find. We know how to approach disasters and our experienced Unit Responders will provide the leadership needed as your organization confronts the most difficult of circumstances. Depending on your claim's needs, StormHawks™ will assemble a team of attorneys, engineers and public adjusters to assist with your claim.

## STORMHAWKS™ CLAIM SUPPORT

Whether you are impacted by slight damage or a full-blown disaster, the StormHawks™ are the best equipped and most knowledgeable professional roofing experts for your claim. To put it simply, we don't look at it as "just another roofing job." We comprehend the details and intricacies that go into every job that we do and give you exactly what you need to get your roof in excellent condition. We are available 24 hours a day, 7 days a week, 365 days a year!

800-759-1879

www.STORM-HAWKS.com  
Storms@Storm-Hawks.com

Hail Storm Damage From Recent Storm In Wichita



For a long time and for many, many roofs,  
 Castro Roofing has won Award, after Award, after Award...



**CASTRO AWARD VICTORIES**  
 2001 CONTRACTOR DALLAS CITY HALL — 2002 CONTRACTOR DALLAS CITY HALL — 2002 CONTRACTOR LOVE FIELD AIRPORT — 2003 CONTRACTOR FAIR PARK MUSIC HALL — 2004 CONTRACTOR JOHN PETER SMITH HOSPITAL — 2005 CONTRACTOR KAUFMAN COUNTY LAW ENFORCEMENT CENTER — 2006 CONTRACTOR TEXAS INSTRUMENTS — RFAB BUILDING — 2007 CONTRACTOR RUSK STATE HOSPITAL — 2008 CONTRACTOR CEDAR HILL GOVERNMENT CENTER — 2009 CONTRACTOR FAIR PARK HALL OF STATE — 2010 CONTRACTOR UNIVERSITY OF HOUSTON SCIENCE CENTER — 2010 CONTRACTOR SANDERS ESTES UNIT  
 — Many, Many More...  
 BEST AWARD - 2000 GREATER DALLAS BUSINESS ETHICS AWARD

© 1990 CASTRO ROOFING

*It's a period of budget wars, unrest and sinister roofing contractors.  
 During the battle, the evil contractors have taken advantage of building owners by overcharging for work, not repairing roof leaks, debauched roof designs and misleading many to the dark side of budget deficits.*

*Castro Roofing, custodian of the roofing industry and savior of the budget deficit, is striking back to gain victory and restore balance to the roofing industry one roof at a time.*



CASTRO ROOFING — CASTRO ROOFING OF TEXAS & CASTRO ROOFING OF OKLAHOMA  
 STORM HAWKS — X-VISION — PERMANENT LEAK REPAIR  
 LOOKOUT — LONG LIFE





Dear Star Wars Fan,

Star Wars is major motion picture film and worldwide pop culture phenomenon created by George Lucas. The original Star Wars film debuted in 1977 and has since been followed by two sequels and a prequel trilogy. The six part Star Wars saga is considered one of the highest grossing film series in motion picture history with revenues exceeding 4.2 billion world-wide.

We are excited to use Star Wars in Castro Roofing's series of spoofs. The Castro Awards highlights the many accolades and awards Castro Roofing has received in its battle against the dark side. We are the only roofing contractor that has won an unprecedented 11 consecutive Gold Hammer Awards and the only roofing contractor that has been honored with the Greater Dallas Business Ethics award.

Whether you have adored these films or not, we hope you enjoy our marketing spoof, (not a copyright infringement) the Castro Awards.

May the spoof be with you!

The Original  
Star Wars Poster



From The Producers Of  
"PERMANENT LEAK REPAIR", "STORM HAWKS", and,  
"LONG LIFE MAINTENANCE PROGRAM"

EVERY COMPANY HAS THAT NIGHTMARE  
LEAK THAT JUST WON'T GO AWAY...

# THE ROOFER

IT DOESN'T MATTER WHAT ROOFING COMPANY YOU SEEM TO CALL.  
IT DOESN'T MATTER HOW MANY TIMES YOU GET IT "REPAIRED".  
IT DOESN'T MATTER HOW MUCH MONEY YOU THROW AT IT... IT NEVER STOPS LEAKING.

**THE CASTRO ROOFING PERMANENT LEAK REPAIR PROMISE:**  
GIVE US YOUR NIGHTMARE LEAK AND WE WILL FIX IT IMMEDIATELY.  
AND, WE WILL FIX YOUR LEAK PERMANENTLY... GUARANTEED - OR YOUR MONEY BACK.  
IF YOU HAVE A NIGHTMARE LEAK CONTACT US AT:  
NIGHTMARES@CASTROROOFING.COM

[www.CastroRoofing.com/Nightmares](http://www.CastroRoofing.com/Nightmares)  
Everywhere 24/7



Castro Roofing of Texas 800.759.1879 www.CastroRoofing.com Nightmares@CastroRoofing.com  
Serving / Oklahoma • Florida • Ohio • District of Columbia • Chicago • Virginia • Maryland • Delaware • Texas (Headquarters)



**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS





## Everyone has those NIGHTMARE roof leaks that won't go away ...

The Castro Roofing "Permanent-Leak Repair Process" guarantees that the leaks go away forever, or you get your money back.

Dear Victim,

*The Hitcher* is voted as one of the TOP 10 most popular horror movies of all time.

Whether you enjoy horror movies or not, we hope that you enjoy our marketing spoof (not a copyright infringement) movie poster, "*The Roofer*".

At Castro Roofing we know that every company has those nightmare leaks that won't go away. No matter how many times you call and beg a roofer to come out to fix it.

The Leak Somehow Never Get's Fixed. We Call Them *Nightmare Leaks*.

Just like the bad guys in the horror movies never go away, and you can't seem to get rid of them, they always return when you least expect it.

These leaks are pretty much the same way. The difference is that these nightmare leaks are NOT entertaining and they cost you a lot of money and frustration.

The Castro Roofing **Permanent-Leak Repair Promise**. We will fix your nightmare leak permanently... or, you get your money back. It's that simple!

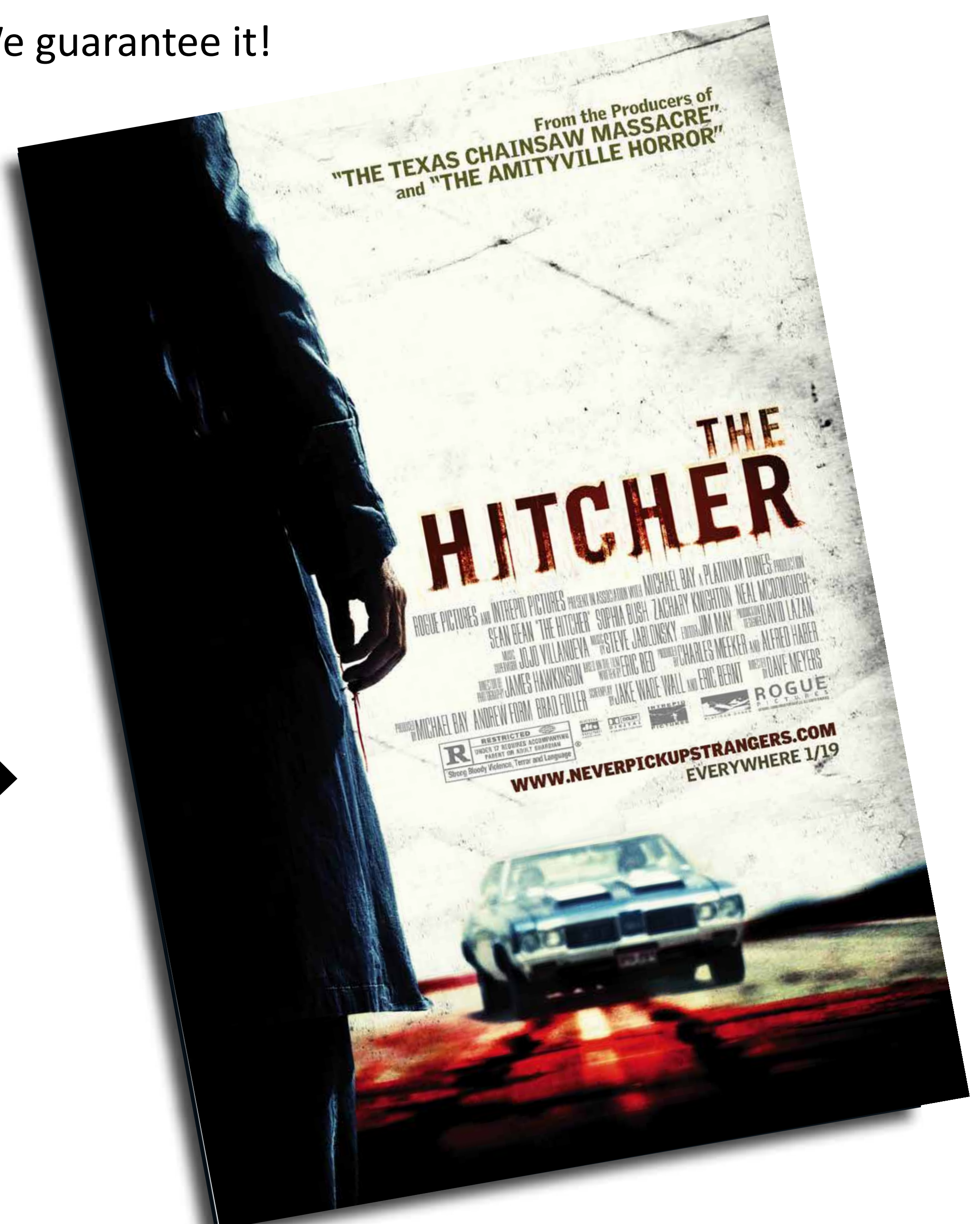
At Castro Roofing, we are the best in the industry at what we do. We don't feel that clients should pay for repairs that don't STAY REPAIRED.

This horror movie poster spoof is just our unique way of letting you know that we understand, we care and that we can help. We guarantee it!

Enjoy,

*Wow Experience Team*

The Original  
The Hitcher Poster





Professional

# A NEW ERA

Fred Ribble returns to the roofing industry as MCR's new CEO

# ARTFULLY EXECUTED ROOFING

## CASTRO ROOFING RENOVATES MULTIPLE ROOF SYSTEMS ON THE OWEN ARTS CENTER IN DALLAS

**S**outhern Methodist University's Meadows School of the Arts is a tree-lined urban oasis 5 miles from downtown Dallas, home of the U.S.' largest contiguous arts district. The school educates visionary artists, scholars, and arts and communications professionals who are "prepared to create sustainable and transformative impacts on local and global society."

The Owen Arts Center is located within the Meadows School of the Arts campus. Designed by architect George L. Dahl, Owens Arts Center has three main buildings: Mudge Art Building, Forbes Music Building and the Ruth Sharp Collings Drama Building. Owen Arts Center is home to dance, music and theater performance and rehearsal spaces, art galleries and studios, administrative offices, and the departments of Art History, Arts Management and Entrepreneurship, Dance, Music and Theater.

Students participate in lectures, film screenings, set construction and music lessons and take advantage of opportunities to form relationships and collaborations across many art forms. The inspiring and challenging environment is designed to create "a nexus of energy, creativity and commitment."

During 2014-15, the Owens Arts Center's 107,900-square-foot roof with multiple roof systems underwent renovations by Castro Roofing of Texas, Dallas.

### TEAR-OFF

In October 2014, Castro Roofing began work on the Owens Arts Center, which involved 18 roof elevations and various roof systems.

On a 5,300-square-foot roof area, workers tore off composition shingles down to a structural wood deck. On a 102,600-square-foot roof area, workers removed the existing polymer-modified bitumen and coal-tar pitch roof systems down to several decks consisting of lightweight insulating concrete, structural concrete and 22-gauge metal.

Multiple metal deck areas contained phenolic insulation, a corrosive insulation that when wet easily can cause metal deck deterioration.

"Fortunately, the metal deck areas with phenolic insulation were painted," says Rudy Rodriguez, CEO of Castro Roofing. "Therefore, no discernible damage was identified at these areas at the time of tear-off activities."

As a result of improper installation and leak repairs to the coal-tar pitch, including the use of asphaltic materials and leaving felts exposed to the sun, the coal-tar pitch roof system failed prematurely.

"This is a lesson learned for commercial building owners and managers not only to qualify the skill and experience level of a roofing company, but more important, qualify the crews actually doing the work," Rodriguez says.



According to Rodriguez, the coal-tar pitch roof system was particularly difficult to remove, and the material presented safety challenges.

“As the coal-tar pitch roof system was removed, it generated irritating airborne particles,” he says. “Accordingly, our workers wore special safety gear, such as pitch masks, to protect themselves from the irritants.”

## SAFETY

As with any roofing project, safety was an integral part of Castro Roofing’s work on the Owen Arts Center. In addition to wearing special safety gear to handle the coal-tar pitch, Castro Roofing regularly scheduled on-site toolbox talks, and safety meetings were conducted throughout the duration of the project. Foremen took the lead to administer the safety meetings and make recommendations regarding upcoming portions of work.

A third-party, job-specific safety plan also was implemented, and no accidents or injuries occurred the entire time the Castro Roofing team worked on the project.

“The whole Castro team is extremely safety-minded,” says John Hemenway, project manager for Southern Methodist

University. “Often during my project inspections, I would encounter the safety supervisor doing on-site safety checks.”

## LOGISTICS

In addition to safety issues, the Owens Arts Center is surrounded by a street and other buildings, limiting the material staging area to one 400-square-foot location for lowering debris and raising materials. For such a large roofing project, this required considerable effort by the Castro Roofing team to coordinate deliveries with the building owner, roofing suppliers and manufacturers. Because of the multiple roof areas and heights, materials were double- and triple-handled and hand-carried long distances before reaching the staging area.

Heavy vehicular and pedestrian traffic in and around the staging area also presented logistical difficulties. One particularly difficult task was removing full dumpsters and replacing them with empty dumpsters.

“In some instances, the dumpster company wanted to leave without performing the dumpster swap-out because of the patience required to accomplish the maneuver,” Rodriguez says. “We also had difficulty with professors and students attempting to



**Project name:** Southern Methodist University's Owen Arts Center  
**Project location:** Dallas  
**Project duration:** October 2014–February 2015  
**Roof system types:** Composition shingles; polymer-modified bitumen  
**Roofing contractor:** Castro Roofing of Texas, Dallas  
**Roofing manufacturers:** GAF, Parsippany, N.J.; SOPREMA Inc., Wadsworth, Ohio  
**Gold Circle Awards categories:** Outstanding Workmanship: Low-slope; Safety

Clockwise from top: Castro Roofing workers remove an existing coal-tar pitch roof system from a 102,600-square-foot area; a worker lays new polyisocyanurate insulation; workers torch new base and cap sheets; an aerial view of one of the new polymer-modified roof systems; a worker installs a new polymer-modified bitumen membrane.

enter restricted areas even though these areas were clearly marked. We took great care to ensure the safety and well-being of all pedestrians walking near the construction site.”

One area located in the middle of the school’s roof could not be reached by crane, so a chute was constructed to lower debris to another level where it was hand-carried to the debris-lowering site. A long ladder also was used from one roof level to another level because there was no interior access via roof hatch. For this elevated roof area, a hoist was used to raise the needed materials.

### NEW ROOF SYSTEMS

Once the tear-off processes were complete, the Castro Roofing team began installing the new roof systems.

On the wood roof deck, workers installed new underlayment and GAF Slateline® Shingles.

On the lightweight concrete areas, workers installed a new SOPREMA® polymer-modified bitumen roof system composed of a mechanically attached base sheet, a torched base sheet and a torched cap sheet.

On the structural concrete and metal decks, workers installed a new SOPREMA polymer-modified bitumen roof system composed of mechanically attached polyisocyanurate insulation, SOPRABOARD, a torched base sheet and a torched cap sheet.

In addition, workers removed and replaced 54 of the 78 skylights, and all the lightning protection cables were removed, cleaned and reinstalled.

“Because coal-tar tends to soften during hot weather, the existing lightning protection cables were dug into the pitch flood coat and were surrounded by the pitch,”

Rodriguez says. “We carefully removed more than 5,000 linear feet of lightning protection and meticulously cleaned every cable to remove the coal-tar before reapplying the cables on the new roof systems.”

### A WORK OF ART

Despite difficult tear-off, safety and logistical challenges, and working with complex roof elevations and multiple systems, Castro Roofing completed its work three weeks ahead of schedule in February 2015.

“Our expectations were quite high for this project, and everyone at Castro Roofing conducted themselves in a professional manner,” says Gerard Lopez, Southern Methodist University’s senior zone manager, office of facilities planning and management. “The company’s part in providing a new roof for our center was crucial to the continued use and operation of the facility, and Castro Roofing’s quality of workmanship surpassed our every expectation.”

For demonstrating exceptional workmanship and safety measures, Castro Roofing received a 2016 Gold Circle Award in the Outstanding Workmanship: Low-slope category and a 2016 Gold Circle Safety Award.

Rodriguez is honored his company received the awards but says the project’s success is a result of the efforts of everyone working at Castro Roofing: “Our entire team from the office and design assistance staff to the sales and operations team members overcame major challenges and project complexities to meet our purpose—to deliver peace of mind to the customer.” 🏆👷

**CHRISTINE ELLE HANUS** is *Professional Roofing’s* associate editor and NRCA’s director of communications.

— CEDAR HILL —  
MUNICIPAL GOVERNMENT CENTER



2010  
NRCA GOLD CRICLE AWARD



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*The one-of-kind Cedar Hill Municipal Government Center houses both City and School District personnel in one practical yet beautifully designed facility.*



# Official Entry Form

(Check one of the below)

- Outstanding Commercial Roofing Project
- Outstanding Residential Roofing Project
- Outstanding Community Service Project

Contractor's Name: CASTRO ROOFING OF TEXAS, L.P.

Address: 4854 OLSON DRIVE  
DALLAS, TEXAS 75227

Phone Number: 214-381-8108

Name of Project: CEDAR HILL MUNICIPAL GOVERNMENT CENTER

Project Owner: CITY OF CEDAR HILL AND CEDAR HILL ISD

Project consultant, engineer or architect (if any): ARCHITECT OF RECORD: Lance Melton - Wiginton Hooker Jefry, P.C.  
500 N. Central Expressway, Suite 300, Addison, TX 75007

DESIGN ARCHITECT: Patricia Chen - Holzman Moss Architecture  
214 West 29th Street Tower, 7th Floor, New York, NY 10001

List the NRCA associate members involved: \_\_\_\_\_

BRADCO ROOFING SUPPLY, BERRIDGE,

DFW ROOFING SUPPLY, OLYMPIC FASTENERS, SOPREMA

Date of commencement: SEPTEMBER 07 Date of completion: JULY 08

On a separate piece of paper, describe the project. Include information concerning its unusual design, time constraints, difficulty factors and/or problems you may have faced.

Attach five 5x7 photos showing the project from different angles and in various phases of progress. All materials submitted become the property of NTRCA. The photos also need to be scanned and submitted on a cd for use during the awards ceremony.

Projects must have been completed between 12/1/07 and 12/1/08.

Submitted by: Rodolfo Rodriguez

Title: OWNER AND CEO

Date: DECEMBER 1, 2008

# — CEDAR HILL —

## MUNICIPAL GOVERNMENT CENTER

**T**he Cedar Hill Municipal Government Center represents a very significant milestone along a road of mutual collaboration and cooperation which the City of Cedar Hill and the Cedar Hill ISD embarked upon over 25 years ago. A key community figure in taking the first steps down this long road was former Superintendent W.S. Permenter. Upon his retirement from education, Mr. Permenter later became Mayor of Cedar Hill. He had a unique grasp of the needs of both political entities. He helped forge one of the very first joint endeavors between the City and the School District, a facility use agreement in which both parties agreed to let the other use their respective facilities for community purposes at no charge. That agreement has served the taxpayers of Cedar Hill very well and it is still in place today.

The functional and financial advantages of partnering for the benefit of a shared constituency became obvious almost overnight. Soon other opportunities to collaborate became clear, including the sharing of baseball/softball facilities at Valley Ridge Park and a shared network infrastructure, including telephone, internet and fiber optic connectivity.

At almost \$30 million, the Municipal Government Center is by far the largest project undertaken as a partnership by the City and ISD. It is believed that Cedar Hill has the only such facility in the State of Texas and one of only a very few in the entire nation. More importantly, it is almost certainly not the last opportunity for partnering between the two facilities. Even now very preliminary plans are under study for a joint natatorium. The school children and the taxpayers of Cedar Hill have been and will continue to be blessed by this spirit of cooperation for many years to come.

***Big changes to the Cedar Hill ISD came in early July 2008 as the district offices moved into their new home in the Cedar Hill Municipal Government Center.***

***The move marks the end of an era of sorts, as the district left behind a building it has occupied for 52 years.***



**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS

# GENERAL INFORMATION

## **PROPERTY:**

**Cedar Hill Municipal Government Center**  
285 Uptown Blvd  
Cedar Hill, Texas 75104

## **OWNER:**

City of Cedar Hill & Cedar Hill ISD

## **ARCHITECT OF RECORD:**

Lance Melton - Wiginton Hooker Jefry, P.C.  
500 N. Central Expressway, Suite 300  
Addison, Texas 75001

## **DESIGN ARCHITECT:**

Patricia Chen - Holzman Moss Architecture  
214 West 29th Street Tower, 7th Floor  
New York, New York 10001

## **GENERAL CONTRACTOR:**

Kevin Cain - Hunt Construction Group  
4099 McEwen Dr. Suite 400  
Dallas, Texas 75244



**NEW ROOF SYSTEMS  
FOR MULTIPLE GOVERNMENT AGENCIES**



**ROOF SYSTEM TYPES:**

Mechanically Seamed Standing Seam Metal Roof, Modified Bitumen Membrane Roof, Plaza Deck Paver System, wood blocking and related Sheetmetal.

**SCOPE OF WORK: TWO SYSTEMS  
(LOW-SLOPE & STEEP-SLOPE)**

**LOW-SLOPE ROOF PROCEDURES**

The low-slope roof consisted of two layers insulation and a Modified Bitumen roof system. On two separate roof areas, the Modified Bitumen roof system was then also covered with Plaza Pavers along with hand rails that were incorporated into the roof.

**STEEP-SLOPE ROOFS**

24-GA pre-finished standing seam metal roofs

**STANDING SEAM SYSTEM**

- Deck slope 12:12 pitch
- 2 1/4" tongue and groove compound curved wood deck
- Install 1/2" CDX plywood mechanically attached (96 staples per sheet)
- Install 3" nail-base insulation
- Install ice & water shield self-adhering underlayment
- Install 24 GA pre-finished standing seam metal roof system

**MODIFIED BITUMEN MEMBRANE**

- Install multiple insulation layers on both metal and structural concrete decks
- Mechanically fastened first layer of insulation and hot mopped second layer
- Install mop grade Modified Bitumen base sheet
- Install mop grade Modified Bitumen cap sheet

**OTHER:**

- 24-GA pre-finished sheet metal trim
- Interior ceiling custom fabricated star shaped copper decoration - 23 ft long
- Plaza Pavers - 2" x 2" by 24"
- 24 GA pre-finished siding on multiple raised skylights, louvers and walls
- Installation of multiple roof hatches
- Fall-protection per OSHA requirements
- Custom wood blocking
- Lightning protection - wiring was run on top of the metal system's wood deck - insulation was cut to accommodate
- Snow guards
- Extra "life-safety" precautions were coordinated with the Project Manager due to the complex nature of working on a 45 degree angled roof and a multiple level building

**SIZE OF PROJECT:**

- SBS Modified Roofing = 51,100 sq ft
- Standing Seam Metal = 20,000 sq ft
- Total Square Feet = 71,000 sq ft
- Length of project = 322 calendar days
- Completion date = July 2008

**PERCENTAGE OF SELF-PERFORMED WORK: 100%**

# UNIQUENESS

*“The inside of the atrium roof structure is equally pleasing to the eye as it also serves as a source of natural light”*



## ARCHED ATRIUM



The Cedar Hill project was unique in various ways as it consisted of multiple one story and four story buildings joined together by a dynamic arched atrium roof structure measuring 320' long x 90' wide, that reached 71' at it's highest point.

The 7 box structures were joined by numerous covered walk ways and canopies that were masterfully placed throughout the facility to add

beauty while remaining practical for use as the arched atrium roof structure utilized roofing panels to shed water in the direction of gravity but parallel to the natural slope and subtle radius of the glued laminated roof deck.

Roofing panels were laid at 30 degree angles per specifications and 12 dormers were laid throughout the roofing system matching the same pitch. The pitch ranges for the roofing system were from 4:12 through 12:12.

The inside of the atrium roof structure is equally pleasing to the eye as it also serves as a source of natural light making the facility more energy efficient.



**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS





# UNIQUENESS

*“the arched atrium roof structure utilized roofing panels to shed water in the direction of gravity”*



# ARCHED ATRIUM

## LEGEND

-  Metal Roof
-  Arched Atrium
-  Plaza Deck Paver
-  Modified Bitumen Roof



① OVERALL ROOF PLAN  
SCALE: 1/8" = 1'-0"



**CASTRO**ROOFING  
EMPOWERING BUILDING OWNERS



# UNIQUENESS



ARCHED ATRIUM

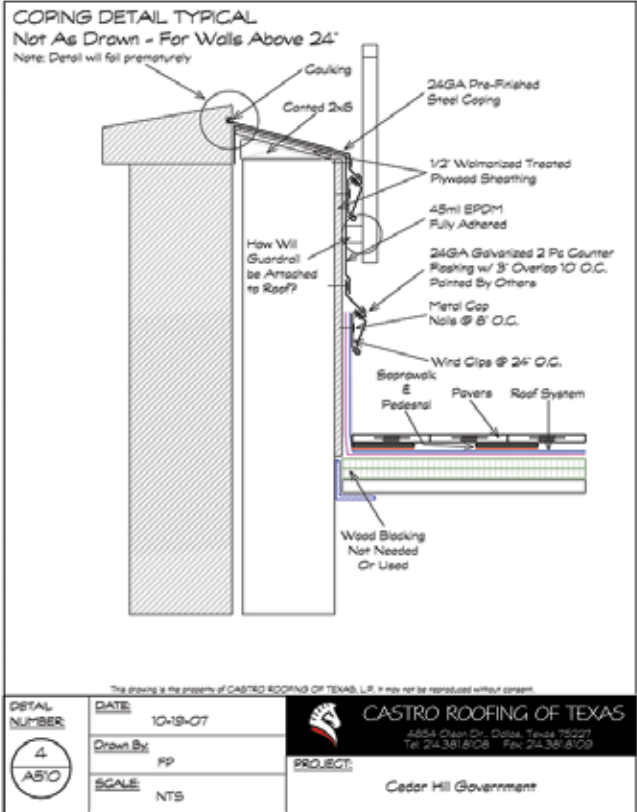


# UNIQUENESS



*“The half coping was made to precisely fit into a special, factory-made limestone block”*

# MODIFIED BITUMEN



The Modified Bitumen had special crickets and flashing that were difficult to install because of embrasures throughout the crenellated parapet. The half coping was made in two pieces, a receiver and counter flashing which allow future work to be done without disturbing the parapet.

The half coping was made to precisely fit into a special, factory-made limestone block which had been manufactured with pre-formed reveals. The half copings were then sealed with a urethane sealant.



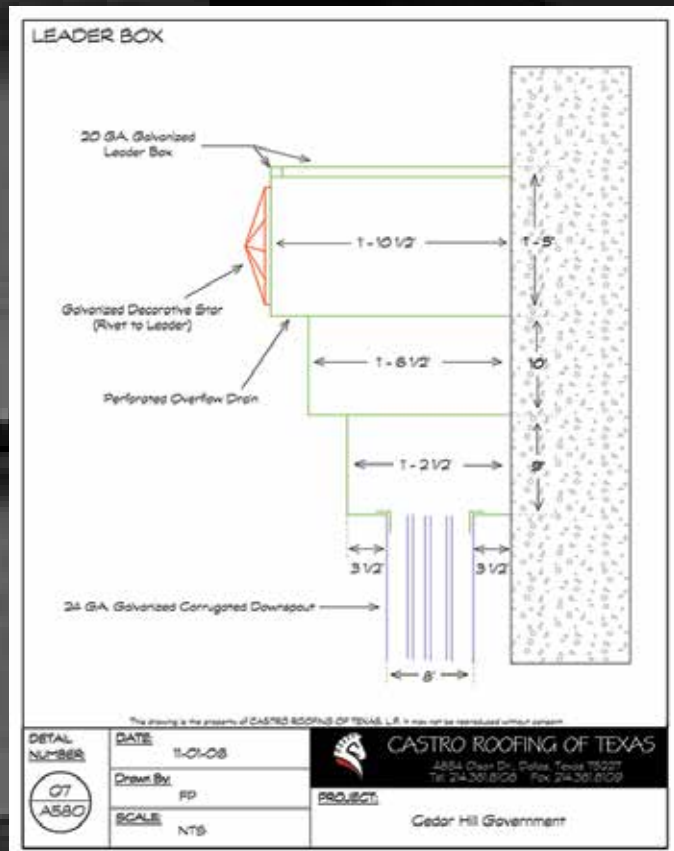
# UNIQUENESS



## LONE STAR DRAINS

The drainage system on this project was very unique. The conductor heads for each drain weighed over 100 lbs and some of the downspouts were over 60' long. Individual fabrication of each head took an entire day with a two-man team.

The downspouts were made of corrugated deck that was shop rolled and the galvanized leader box was fabricated with the decorative "Lone Star" on the box itself. A perforated overflow drain was added as a precautionary measure.

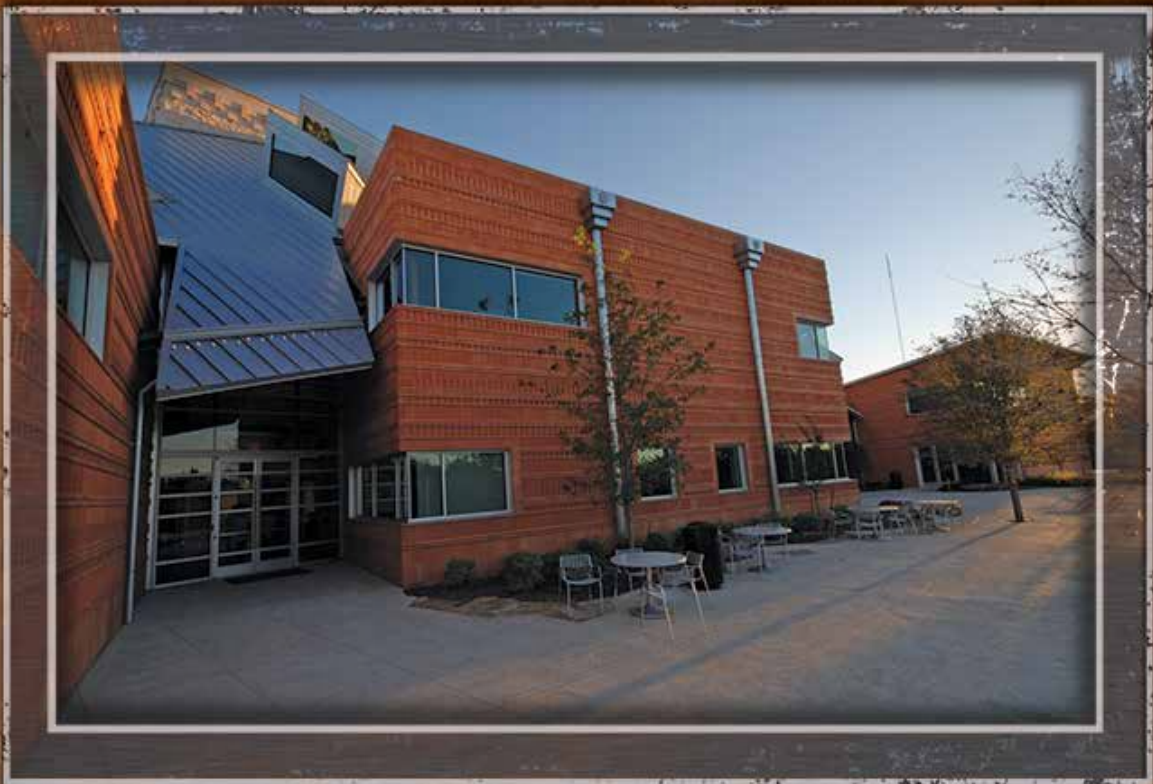


# UNIQUENESS



## DOWN SPOUT INSTALL

To install the down spouts, hangers and brackets were allocated along the side of the walls by using a laser sight to keep the downspouts straight & plumb. To install the heavy collector head, a crewman entered the leader box to secure the system to the hangers and brackets.







# THE COP

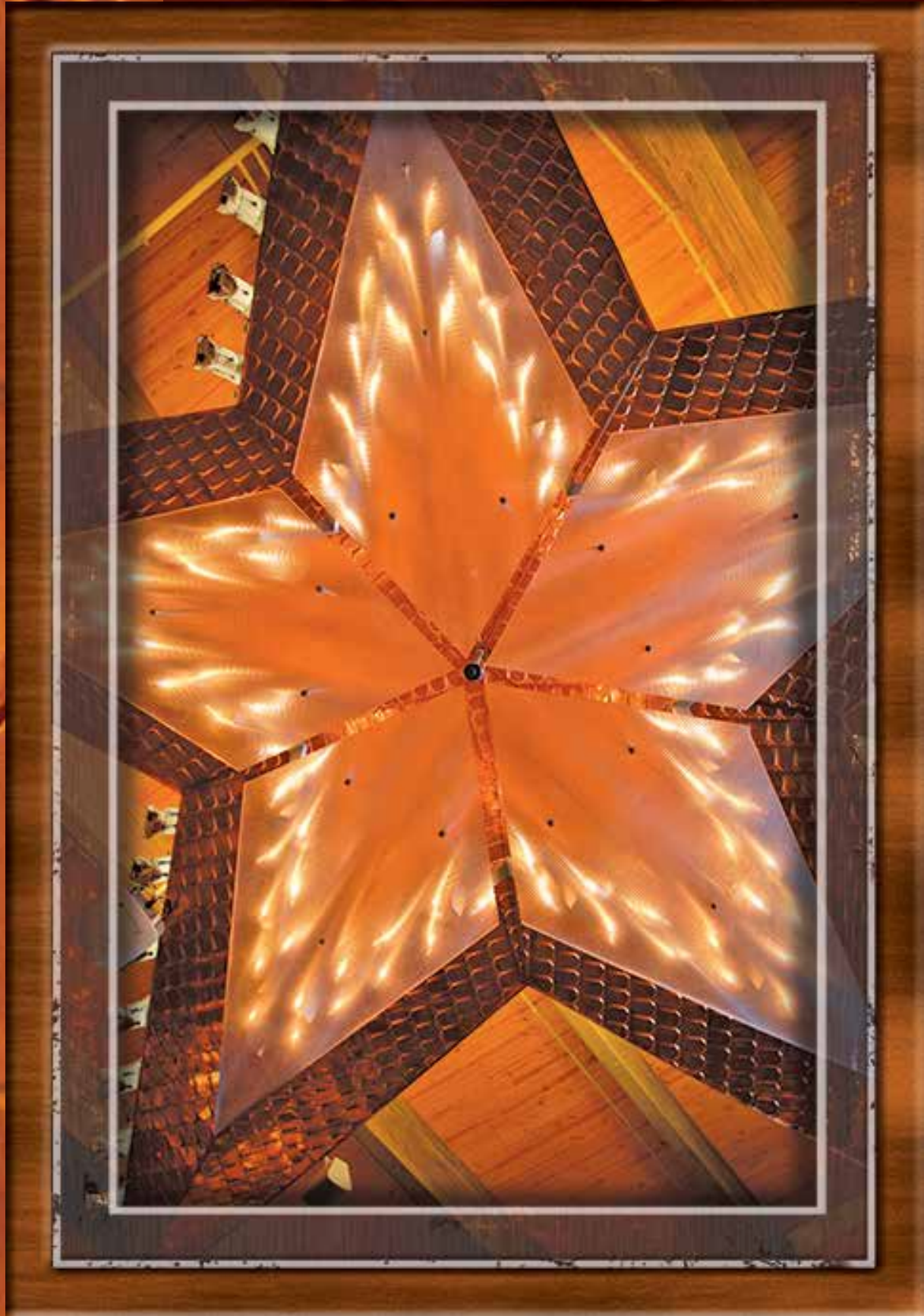
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## THE ARTISANS OF CAS

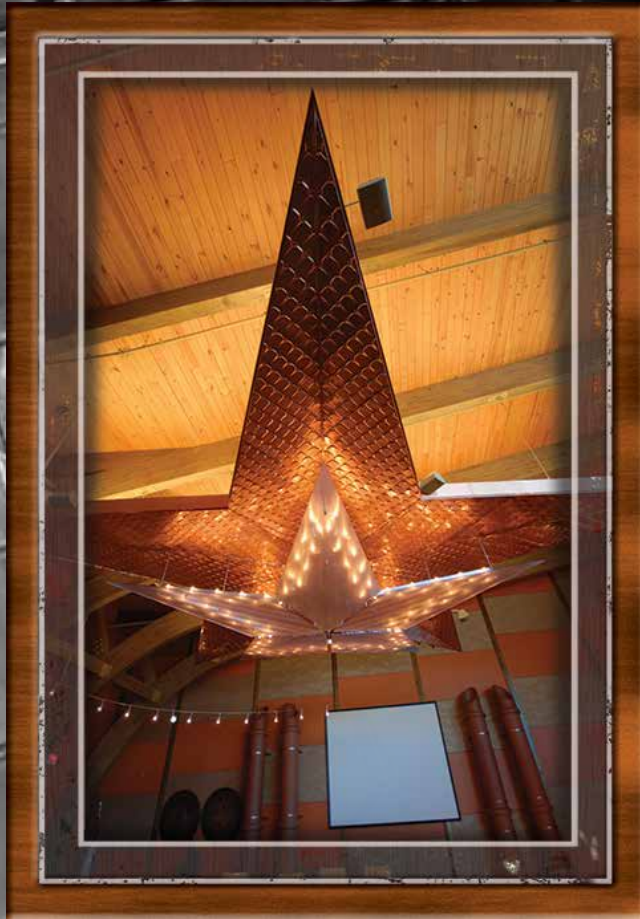


PPER STAR  
STRO ROOFING SHINE

# CHALLENGES



## COPPER STAR



**T**he Copper Star is truly a one-of-a-kind, beautifully crafted chandelier that was fabricated piece by piece by Castro Roofing's awesome, artisan sheet metal shop. The 33' star was designed by Holzman Moss Architecture Group.

*The Copper Texas Star illuminates the Cedar Hill room where city officials and school district personnel get down to business.*



# CHALLENGES



*The star's frame is held together by a strong brace system that protrudes through the exterior of the ceiling and through the outside deck.*



*The outside of the wooden and metal frame was covered with stamped copper shingles that were meticulously placed at a 45 degree angle.*



*The star's exterior frame was wired and bulbs were installed before the secondary lit star was put in place.*

## THE MAKING OF A STAR

**T**he frame that holds the Copper Texas Star in place is completely integrated into the roof system. This job alone took well over 800 man hours and a team of Castro Roofing's finest to trim, install, polish and coat this fine work of art.



# SAFETY



WE LIKE IT DRAMA FREE

Nothing but the facts...

- ZERO serious accidents
- OVER 120 project safety meetings
- On-staff Safety Director  
- certified - OSHA 500
- All Superintendents  
- OSHA 30 HR
- All Foremen & Leadmen  
- OSHA 10 HR





# TESTIMONIALS



City of Cedar Hill  
305 South  
Cedar Hill, Texas 75104  
972-991-1000  
Fax 972-991-1000

December 1, 2008

Mr. Jimmy Scott  
Castro Roofing  
4854 Olson Drive  
Dallas, Texas 75227

Re: Golden Hammer Award

Dear Mr. Scott:

Please allow me to express my support for your company's nomination for the Golden Hammer Award for its work on the Cedar Hill Government Center. Allow me to also express my appreciation of the role your company played in making the Cedar Hill Government Center project such a premier success. The Cedar Hill Government Center proved to be one of those rare, one-of-a-kind facilities in just about every respect. From the innovative, joint City/ISD ownership arrangement (the only one of its kind in the State of Texas) to the ambitious, extremely complicated design and shared space concept (saving Cedar Hill's taxpayers an estimated four million dollars), the Government Center was intended to reflect and project the distinctive character and unique attributes of the Cedar Hill community.

Implementing standard industry materials into new dynamic relationships of form and placement within manufacturing and installer parameters is a rare occurrence in today's building industry. The Government Center in Cedar Hill achieved just this. The dynamic arched atrium roof structure (shaped like a deflated football cut in half and carefully placed over 7 individual box structures it covers and connects) utilized existing panels to shed water in the direction of gravity but parallel to the natural slope and subtle radius of the glazed laminated roof deck structure. This created a drastic visual aesthetic while keeping the physics of water and metal balanced. The success is a metal roof in a form unlike any other roof that I have ever seen - a metal roof that is both pleasing to the eye and worthy of a 20-year manufacturer's weather-tightness warranty in an FM 1-90 compliant application.

The copper cladding installation in the dramatic City Council School Board chamber achieved the desired "wow" effect intended for the most significant meeting space in the facility. The labor and planning required to make the copper single-clad star was intensive. Each laborer wore clean surgical gloves to reduce blemishes due to handling. The finished product, like the metal roof, required the laborer to completely share in the vision set forth by the owner and design team, and the results pretty much speak for themselves. Thank you again for your role in this highly successful project.

Sincerely,

Greg Porter  
Deputy City Manager

GRS

Auth: [illegible]

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## Cedar Hill Independent School District

285 Uptown Blvd., Bldg. 300 P.O. Box 248  
Cedar Hill, Texas 75104  
(972) 291-1581

December 5, 2008

Mr. Jimmy Scott  
Castro Roofing of Texas  
4854 Olson Dr.  
Dallas, Texas 75227

Re: Cedar Hill Municipal Government Center / Golden Hammer Award

Dear Mr. Scott,

I just read the letter of commendation written on your behalf by my colleague, Deputy City Manager Greg Porter. He and I worked very closely together on the Municipal Government Center project. As you might imagine, I can't let him trump me on singing your praise for a job well done.

In the interest of brevity, let me echo Mr. Porter's comments and add one important detail, to wit: I have been in the education business for 33 years. Never in those years...no, not once... have I opened a new building without encountering roof leaks upon the very next rain. Castro Roofing has now confirmed for me that one should never say "never". I am pleased to inform you that the administrative employees of Cedar Hill ISD moved into our portion of the Government Center in July, 2008 and we have yet to experience a roof leak. Although I'm almost speechless, I can say "Job well done. Thank you very much!"

With kindest regards, I remain,

E. Kim Lewis  
Chief Operating Officer

RAVING FANS



# TESTIMONIALS



Via email: [jpac@huntsupply.com](mailto:jpac@huntsupply.com)

November 20, 2009

Juan Rodriguez  
Cactus Roofing of Texas  
4834 Olsen Drive  
Dallas, Texas 75227

RE: Colton H&E Government Center

Juan,

The purpose of this letter is to thank you for the quality work that was performed by your firm at the Colton H&E Government Center. This was an extremely complex project from many facets, yet your entire team led by Marco Ponce and Scott Brown was not intimidated by it, they simply rolled their sleeves up and took on the challenge.

Mr. Ponce was very knowledgeable regarding the two ply modified roofing and due to his dedication and hard work of his crew, this roofing was installed in a smooth pace and with high quality and attention to detail. The installation of the two ply roofing was the smoothest and roofing installation that I have experienced in the 12 years that I have been a Superintendent.

Mr. Brown was faced with one of the toughest challenges on this project which was installing metal roof panels over a structure that had a radius in both directions with steep slopes and heights that left very little room for error. Mr. Brown's consistent attention to detail and dedication to the project always resulted in a high quality installation that is quite breathtaking and something that he and his crew can be proud of for many years.

Both of these projects were extremely dedicated to safety which is the reason why the roofing installation on this project was installed with no accidents. This is something to be proud of considering the elements and situations in which the work was required to be performed in. Both of these men have proven to me their dedication and leadership skills and they are a huge part in why we were successful on this project.

Thanks again for the great work performed by your firm on this project and we look forward to many more successful projects together.

Sincerely,

**JAKE PACE**  
Project Superintendent

cc: Jimmy Noyes - Cactus Roofing of Texas  
Kevin Cain - Hunt  
Richard Sander - Hunt

Hunt Construction Group, Inc.  
Colton H&E Government Center  
265 Lupton Blvd, Colton H&E, Texas 75046  
Phone: (972) 291-4744 Ext 1142 Fax: (972) 291-4262

# SHOUT OUTS!



November 21, 2008

Via US Mail & Fax 714.382.4100

Curtis Roofing of Texas, L.P.  
4824 Ocean Drive  
Dallas, TX 75227

Re: Cedar Hill Government Center  
Cedar Hill, Texas  
Hunt Job No. 3117

Subject: Letter of Commendation for the Metal Roofing System  
To whom it may Concern:

Curtis Roofing of Texas, L.P. has successfully completed one of the most challenging yet architecturally pleasing metal roofing systems I have had the opportunity to be involved with. The roofing system integrates seven independent buildings under one roof or eave. The structural and wood decking system in which the roofing system was applied resembles a slope only comparable to a half football. In numerous, angle of application, and curves took the best roof installer and made him better. The entire metal roof Footman for Curtis Roofing of Texas, L.P. was the first line star in this successful challenge.

It is difficult to describe such a complex roofing application, but I hope the following comes close. The buildings under and oriented to the system roof system varied greatly by size, shape and orientation to each other. The material types and textures that the roofing system intersects are comprised of a diverse range of masonry types such as natural stone, specialty clay brick, and integral structural steel elements. The commitment to detail and quality necessary to install fittings and other critical roofing components was paramount for success. Curtis Roofing of Texas, L.P. and its entire supervisory was the hardest but deserves the credit for end product and the team's gratitude.

I look forward to the next opportunity to work with Curtis Roofing of Texas, L.P. and wish Curtis Roofing of Texas, L.P. continued success.

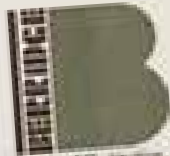
Sincerely,

  
RICHARD SANDER  
Project Manager

CC: Mark Cochran  
HR

Hunt Construction, Dallas, TX  
207 Cypress Blvd., Cedar Hill, Texas 75004  
Phone: (972) 254-6200 Fax: (972) 254-0772

# TESTIMONIALS



Birth of Destruction  
**BERRIDGE MANUFACTURING COMPANY**  
6315 Fram Road, San Antonio, TX 78218  
210-646-2050 | 800-469-0009  
[www.berridge.com](http://www.berridge.com)

Monday, November 24, 2008

Re: Cedar Hill Government Building, installed by Castro Roofing of Texas

To Whom it May Concern:

Castro Roofing of Texas is to be highly commended for their craftsmanship and attention to detail on this very challenging project. The Berridge Zee-Lock standing seam panel system was installed on a curved substrate with the standing seam 30 degrees off the vertical axis. Installation of the roof panels was supervised by Superintendent Scott Brown along with lead foreman Francisco Gonzalez.

The other unusual aspect of this project was the angled dormer units which required precise adherence to installation details of special flashing components which were fabricated by Gilberto Iruais in Castro's sheet metal shop.

Todd Baker, Berridge Manufacturing Company's Field Inspector reported that this challenging and unusual project went together without a hitch.

Sincerely,  
Berridge Manufacturing Company

David J. Doyle  
Vice President, Marketing

# SHOUT OUTS!



November 26, 2008

Mr. Jimmy Scott  
Centro Roofing of Texas, Inc.  
4854 Olson Drive  
Dallas, Texas 75227

RE: Cedar Hill Government Center  
Cedar Hill, Texas

Dear Jimmy:

*This project provided some unique design challenges which were addressed by your staff in a very professional and quality manner. The "house" concept by which your company approaches a project is very refreshing and greatly appreciated. I look forward to being a part of the Centro team on future projects.*

Respectfully,



Bert Biggers  
Soprema, Inc.

# EYE CANDY



PROJECT PHOTOS





# EYE CANDY



PROJECT PHOTOS



# PROJECT PHOTOS



PROJECT PHOTOS



# NRCA

## MEMBER INVOLVEMENT

This project was self-performed by Castro Roofing of Texas, L.P.

Under Castro Roofing of Texas, L.P. contractor's scope of work, the following NRCA members contributed to the success of this project:

**ROOFING SUPPLY GROUP LLC**

**BRADCO ROOFING SUPPLY**

**SOPREMA**



**CASTRO ROOFING**  
EMPOWERING BUILDING OWNERS

4854 Olson Drive • Dallas TX 75227  
214.381.8108 • Fax 381.8109  
800.759.1879

[www.CastroRoofing.com](http://www.CastroRoofing.com)

©2015 Castro Roofing

FELONY CONVICTION NOTICE

Statutory citation covering notification of criminal history of contractor is found in the Texas Education Code #44.034. Following is an example of a felony conviction notice:

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 or ESC 8/TIPS must give advance notice to the district or ESC 8/TIPS if the person or an owner or operator of the business entity 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 PUBLICLY-HELD CORPORATION

Complete only one of the three below: A or B or C.

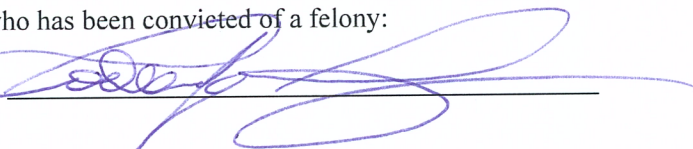
I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

Official: Rodolfo Rodriguez  
Print Authorized Company Official's Name

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

Signature of Authorized Company Official: \_\_\_\_\_

B. My firm is not owned nor operated by anyone who has been convicted of a felony:

Signature of Authorized 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 Authorized Company Official: \_\_\_\_\_

**CERTIFICATION BY CORPORATE OFFERER**

**IF OFFERER IS A CORPORATION,**

**THE FOLLOWING CERTIFICATE SHOULD BE EXECUTED AND INCLUDED AS PART OF PROPOSAL FORM/PROPOSAL FORM.**

**OFFERER:** \_\_\_\_\_  
(Name of Corporation)

I, \_\_\_\_\_ certify that I am the Secretary of the Corporation  
(Name of Corporate Secretary)

named as OFFERER herein above; that

\_\_\_\_\_  
(Name of person who completed proposal document)

who signed the foregoing proposal on behalf of the corporation offerer is the authorized person that is acting as

\_\_\_\_\_  
(Title/Position of person signing proposal/offer document within the corporation)

of the said Corporation; that said proposal/offer was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

\_\_\_\_\_  
CORPORATE SEAL

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**Federal Requirements for Procurement and Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.**

The Education Service Center Region 8 and TIPS anticipate possibly using federal funds for procurement under this potential award and is required to obtain the following compliance assurance.

**1. Will you be subcontracting any of your work under this award if you are successful?** (Circle one)

YES or NO

**2. If yes, do you agree to comply with the following federal requirements?** (Circle one)

YES or NO

2 CFR §200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

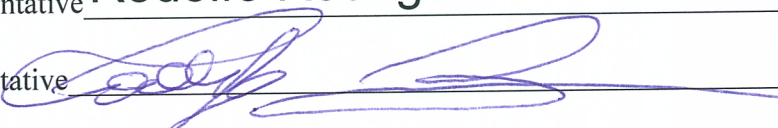
(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce ; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Company Name Castro Roofing of Texas, LLC

Print name of authorized representative Rodolfo Rodriguez

Signature of authorized representative 

Date 3-13-17



FAILURE TO PROPERLY COMPLETE THIS FORM AND SUBMIT WITH YOUR RESPONSE MAY RESULT IN A WAIVER OF YOUR RIGHTS UNDER THE LAW TO MAINTAIN CONFIDENTIALITY TREATMENT OF SUBMITTED MATERIALS.

CONFIDENTIAL INFORMATION SUBMITTED IN RESPONSE TO COMPETITIVE PROCUREMENT REQUESTS OF EDUCATION SERVICE CENTER REGION 8 AND TIPS IS GOVERNED BY TEXAS GOVERNMENT CODE, CHAPTER 552

If you consider any portion of your proposal to be confidential information and not subject to public disclosure pursuant to Chapter 552 Tex Gov't Code or other law(s), you **must make a copy of all claimed confidential materials within your proposal and put this COMPLETED form as a cover sheet to said materials then scan, name "CONFIDENTIAL" and upload with your proposal submission.** (You must include the confidential information in the submitted proposal as well, the copy uploaded is to indicate which material in your proposal, if any, you deem confidential in the event the District receives a Public Information Request.) Education Service Center Region 8 and TIPS will follow procedures of controlling statute(s) regarding any claim of confidentiality and shall not be liable for any release of information required by law. Pricing of solicited product or service may be deemed as public information under Chapter 552 Tex Gov't Code. The Office of Texas Attorney General shall make the final determination whether the information held by Education Service Center Region 8 and TIPS is confidential and exempt from public disclosure.

**I DO NOT desire to expressly waive** any claim of confidentiality as to any and all information contained within our response to the competitive procurement process (e.g. RFP, CSP, Bid, RFQ, etc.) by completing the following and submitting this sheet with our response to Education Service Center Region 8 and TIPS. The attached contains material from our proposal that I classify and deem confidential under Texas Gov't Code Sec. 552 or other law(s) and I invoke my statutory rights to confidential treatment of the enclosed materials:

\_\_\_\_\_  
Name of company claiming confidential status of material

\_\_\_\_\_  
Printed Name, Title, and Signature of authorized company officer claiming confidential status of material

\_\_\_\_\_  
Address City State ZIP Phone

ATTACHED ARE COPIES OF \_\_\_\_\_ PAGES OF CONFIDENTIAL MATERIAL FROM OUR PROPOSAL

**Express Waiver: I desire to expressly waive** any claim of confidentiality as to any and all information contained within our response to the competitive procurement process (e.g. RFP, CSP, Bid, RFQ, etc.) by completing the following and submitting this sheet with our response to Education Service Center Region 8 and TIPS.

Castro Roofing of Texas, LLC

\_\_\_\_\_  
Name of company expressly waiving confidential status of material

Rodolfo Rodriguez, CEO 

\_\_\_\_\_  
Printed Name, Title, and Signature of authorized company officer expressly waiving confidential status of material

4854 Olson Dr. Dallas TX 75227 214-381-8108

\_\_\_\_\_  
Address City State ZIP Phone



**GLENN HEGAR** TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

The Texas Comptroller of Public Accounts (CPA) administers the Statewide Historically Underutilized Business (HUB) Program for the State of Texas, which includes certifying minority and woman-owned businesses as HUBs and is designed to facilitate the participation of minority and woman-owned businesses in state agency procurement opportunities.

We are pleased to inform you that your application for certification/re-certification as a HUB has been approved. Your company's profile is listed in the State of Texas HUB Directory and may be viewed online at <http://www.window.state.tx.us/procurement/cmb/hubonly.html>. Provided that your company continues to meet HUB eligibility requirements, the enclosed HUB certificate is valid for four years.

You must notify the HUB Program in writing of any changes affecting your company's compliance with the HUB eligibility requirements, including changes in ownership, day-to-day management, control and/or principal place of business. *Note: Any changes made to your company's information may require the HUB Program to re-evaluate your company's eligibility.*

Please reference the enclosed pamphlet for additional resources, such as the state's Centralized Master Bidders List (CMBL), that can increase your chance of doing business with the state.

Thank you for your participation in the HUB Program! If you have any questions, you may contact a HUB Program representative at 512-463-5872 or toll-free in Texas at 1-888-863-5881.

**Texas Historically Underutilized Business (HUB) Certificate**



Certificate/VID Number:	<b>1752365883300</b>
File/Vendor Number:	<b>066348</b>
Approval Date:	<b>31-MAR-2015</b>
Scheduled Expiration Date:	<b>31-MAR-2019</b>

The Texas Comptroller of Public Accounts (CPA), hereby certifies that  
**CASTRO ROOFING OF TEXAS, L.L.C.**

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate printed 03-APR-2015, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day-to-day management, operational control, business location) provided in the submission of the business' application for registration/certification as a HUB, you must immediately (within 30 days of such changes) notify the HUB Program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility.

*Paul Gibson, Statewide HUB Program Manager  
Texas Procurement and Support Services*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies and universities are encouraged to validate HUB certification prior to issuing a notice of award by accessing the Internet (<http://www.window.state.tx.us/procurement/cmb/cmbhub.html>) or by contacting the HUB Program at 1-888-863-5881 or 512-463-5872.



# Minority Business Enterprise Certification

Castro Roofing of Texas, LP

has filed with the Agency an Affidavit as defined by NCTRCA M/WBE Policies & Procedures and is hereby certified to provide service(s) in the following areas:

**Naics-238160: roofing contractors**

This Certification commences February 16, 2015 and supersedes any registration or listing previously issued. This certification must be updated every two years by submission of an Annual Update Affidavit. At any time there is a change in ownership, control of the firm or operation, notification must be made immediately to the North Central Texas Regional Certification Agency for eligibility evaluation.

Certification Expiration: February 28, 2017, 20 17

Issued Date: February 16, 2015, 20 15

CERTIFICATION NO. HMMB64188N0217

*Elicia M. Johnson*  
Certification Administrator



Partners in Construction. Bonded by Trust.

March 14, 2017

**Re: Castro Roofing of Texas, LLC - Dallas, TX**

To Whom It May Concern:

Castro Roofing of Texas, LLC has been a valued client of this agency and SureTec Insurance Company for over 15 years. SureTec Insurance Company is a treasury-listed surety with an A.M. Best Rating of A (Excellent).

At the present time, SureTec Insurance Company provides a \$7,500,000 single projects/ \$10,000,000 aggregate surety program for Castro Roofing.

Any bond request must be made by Castro Roofing, and be accompanied by underwriting information as required by the Surety. Each request is evaluated by the Surety based upon conditions and information available at the time of the request, including but not limited to a contract and bond forms acceptable to our client and their Surety, as well as satisfactory evidence of financing for private projects. Any arrangement for bonding is a matter between our client and their Surety, and PCL assumes no liability to you or third parties for any reason we do not execute bonds.

Our experience with Rudy Rodriguez and his staff has been most favorable, we are confident you will find them to be capable, honest and professional.

Sincerely,  
PCL CONTRACT BONDING AGENCY

A handwritten signature in black ink, appearing to read 'Eric Lesch', written in a cursive style.

Eric Lesch  
Principal/ Surety Agent

**D/FW MBC**  
**Dallas / Fort Worth Minority Business Council, Inc.**  
**MINORITY BUSINESS ENTERPRISE CERTIFICATION**

This certificate acknowledges that

**Castro Roofing of Texas. L.P.**

*Qualifies as a minority owned and controlled business which has met the certification criteria established  
By the National Minority Supplier Development Council, Inc. The Dallas/Fort Worth Minority  
Business Council's Board of Directors approves this certification.*

Commodity Description: Roofing & Sheet metal

NAICS Codes: 238160

Expiration Date / Certification # 12/31/2009 / HIM 7382

  
Margo J. Posey, President



DFW MINORITY BUSINESS COUNCIL



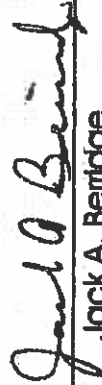
**THIS IS TO CERTIFY THAT  
CASTRO ROOFING OF TEXAS, INC.**

**IS A  
LICENSEE**

**OF**

**Berridge Manufacturing Company**

*As a Licensee of Berridge Manufacturing Company, this company is qualified to provide the highest quality and broadest range of products offered in The Berridge Total Program, including: On-Site Roll-Forming of Architectural and Structural Standing Seam and Batten Seam Roof Panels in Continuous Lengths; Premium Quality Kynar 500® Finish Coil and Flat Sheet Material for all Roofing Panels & Flashing; The widest variety of Factory-Fabricated Architectural and Structural Panels, Shingles and Tile Systems for Roofs, Facades, Mansards, Ceilings, Equipment Screens, Soffits, and Walls; Complete Light-Gauge Cold-Form Framing Member Systems for Retrofit Roofing Slope Buildup, Equipment Screens, Mansards, etc. In addition to this wide range of Architectural Panel Products, this Berridge Licensee is fully supported by both Product Material, Finish and Watertightness Warranty Service from material suppliers and Berridge Manufacturing Company. You are assured of the highest possible quality product and workmanship when you deal with a Berridge Licensee!*

  
\_\_\_\_\_  
Jack A. Berridge



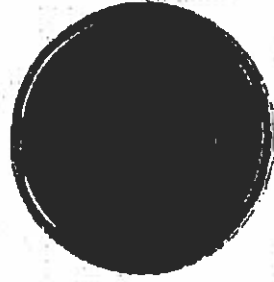
# Castro Roofing Of Texas LP



The aforementioned has achieved the status of Master Roofing Contractor for GAF, North America's Largest Roofing Manufacturer.

Master status is awarded to a contractor based on their commitment to installation excellence and continuous education. They have pledged to insure that each customer receives their "best and safest choice" in roofing.

GAF License # 8050  
Valid Through 02/2012



Handwritten signature of Bob Teifaro.

Bob Teifaro,  
President & CEO, GAF

Handwritten signature of Victor Anthony.

Victor Anthony,  
VP, Low Slope Systems, GAF



**Johns Manville**  
A Berkshire Hathaway Company

Johns Manville Corporation  
Roofing Systems Group  
4413 Perry Lane  
Fort Worth, Texas 78133-6095  
Phone: 817-263-6969  
Fax: 817-370-7546

Castro Roofing of Texas, LP  
4854 Olson  
Dallas, TX. 75227

Re: Castro Roofing of Texas, LP  
Johns Manville Certified Roofing Contractor Status

To Whom It May Concern:

This is to advise that Castro Roofing of Texas, LP, is listed in good standing with Johns Manville as a No Dollar Limit Approved Built-Up, Modified Bitumen and PVC, TPO and EPDM Single Ply Roofing Systems Contractor.

As such, Castro Roofing of Texas, LP, may purchase and install Johns Manville Built-Up, Modified Bitumen and PVC, TPO and EPDM Single Ply Roofing Products, roof insulation and accessories, including expansion joint covers. When such installations are applied on projects in accordance with the appropriate Johns Manville specifications, our requirements of guarantee are met, and the installation has been inspected and approved by a Johns Manville Roofing Systems Representative, such installations will be eligible for issuance of our No Dollar Limit Peak Advantage<sup>®</sup> Roofing System Guarantee.

Our experience with Castro Roofing of Texas, LP, goes back to 1994, and in that time they have established a significant track record of high quality JM roof installations that we can all be proud of. Along the way, it has been our experience that Castro Roofing of Texas, LP, has conducted business in a very professional and ethical manner, and has strived to provide the highest quality workmanship on each of their projects. We're proud of their performance and the fact that we can carry their name on our list of approved applicators.

Thank you for your interest in our products and services, and if we can be of assistance, please don't hesitate to call at 817-263-6969.

Respectfully submitted,

Joel K. Lewallen, RRC, RRO, CCPR, CCCA, LEED AP





June 22, 2007

To Whom It May Concern:

Please be advised that Castro Roofing of Texas, L.P. of Dallas, Texas has completed the requirements to be an approved distributor of the Garnite<sup>®</sup> Roofing Systems.

As an approved distributor, Castro Roofing Company may purchase all Garnite<sup>®</sup> Products available from RMI.

Feel free to call RoofMart International Inc at any time. Our qualified personnel will be happy to answer any questions or assist you in any way.

Castro Roofing is a very professional reputable company to have working for you.

Best regards,

A handwritten signature in black ink, appearing to read 'Randy Garner', is written over a faint, circular stamp or watermark.

Randy Garner  
RoofMart International Inc  
[www.roofrmi.com](http://www.roofrmi.com)



**Hyload, Inc.**  
9976 Rittman Road  
Wadsworth, OH 44281  
Tel. 800-457-4056  
Tel. 330-334-5022  
Fax 330-336-5512

To Whom It May Concern:

Castro Roofing of Texas, L.P. has been an approved Hyload applicator for many years. We have found Castro to be skilled and conscientious in their work resulting in trouble-free applications.

Any successful roofing project requires quality from both the manufacturer and the contractor. Successful roofs are what we get when Castro is involved.

Should you wish to contact me directly to discuss this further, please feel free to do so.

Sincerely,

A handwritten signature in black ink that reads "D. Shaw". The signature is written in a cursive style with a large, stylized initial "D".

Donald Shaw  
Division Manager  
717-579-6706 cell

# Sika Sarnafil Inc.

*World Class Roofing and Waterproofing*

January 4, 2007

Rudy Rodriguez  
Castro Roofing of Texas, LP  
4854 Olson Drive  
Dallas, TX 75227

Re: Sarnafil Approved Applicator

Dear Mr. Rodriguez:

Please use this letter as verification that Castro Roofing of Texas, LP is a Sarnafil Approved and Trained Applicator. Your company has been very active in the promotion and installation of our roofing products and systems for over three years. During this time period, your company has averaged over 50,000 square feet per year of Sarnafil installation.

For any Sarnafil project, we are very confident Castro Roofing of Texas, LP of being knowledgeable of installing any of our roofing systems, i.e. adhered or mechanically attached. We have found Castro Roofing of Texas, LP has the manpower and equipment to successfully complete a Sarnafil roofing project on time. It is commendable also to note, your company has been able to maintain a good working force, with some of the workers becoming "long-term" employees with your company.

I would recommend the utilization of your company for any Sarnafil roofing project. Your dedication of ensuring a prizewinning roofing project has made your company one of our "star applicators." Should anyone question your company's capability of installing any of Sarnafil's roofing systems, please have the interested party contact our corporate office or myself.

Sincerely,  
Sarnafil Inc.



Rick Chappell  
Southwest Region Manager



Sika Sarnafil Inc., 3727 Greenbriar, Suite 404, Stafford, TX 77477  
Tel. 1-281-325-0182, Fax. 281-325-0185, [www.sikacorp.com](http://www.sikacorp.com)

**Sarnafil®**



189 Elm Street, Suite #101  
Lewisville, Texas 75057  
Office: (972) 221.1800  
Fax: (972) 221.1802

July 5, 2007

Mr. Rudy Rodriguez  
Castro Roofing of Texas, L.P.  
4854 Olson Drive  
Dallas, Texas 75227

Re: Soprema Authorized Applicator

Dear Rudy:

Castro Roofing of Texas, L.P. is an Authorized Soprema Applicator, and as such is approved for installing all of our roofing products and systems for full warranty coverage.

Castro Roofing has consistently performed with the utmost attention to professionalism, integrity, and pride of workmanship. We at Soprema are proud to have Castro Roofing as a customer and a business partner.

This letter may serve you to be used as a Letter of Approval and Good Standing with Soprema for your business clients and associates.

Please do not hesitate to contact me any time if you have further questions regarding Soprema.

Sincerely,

Luke Legrand; Conner-Legrand, Inc.  
Soprema Texas Representatives



December 15, 2010

Castro Roofing of Texas Inc  
4854 Olson Drive  
Dallas, TX 75227  
Phone: 214-381-8108

RE: TAMKO APPROVED ROOFING CONTRACTOR

To Whom It May Concern:

This letter is to confirm that the following contractor is recognized as a TAMKO Approved Roofing Contractor (TARC).

Castro Roofing of Texas Inc  
4854 Olson Drive  
Dallas, TX 75227

Castro Roofing has been approved with TAMKO since July 6, 2000 and is eligible to apply all 5 - 20 year Roofing System NDL Warranties, both modified bitumen and built-up.

This approval is subject to the terms and conditions as outlined in the TAMKO Roofing Contractors Agreement. The issuance of any Guarantee is subject to the actual installation being in strict compliance with all TAMKO provisions, specifications, guarantee requirements and good roofing practices.

If you need further assistance please feel free to call me at 1-800-641-4691.

Sincerely,

A handwritten signature in black ink, appearing to read "Derek Johnson".

Derek Johnson  
Tech. Services Rep.

**Firestone**  
BUILDING PRODUCTS COMPANY

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September 13, 2011

Castro Roofing of Texas L.P.  
4854 Olson Dr.  
Dallas, TX 752272103

To Whom It May Concern:

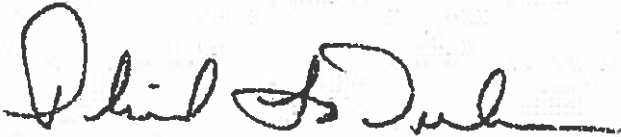
Please be advised that Castro Roofing of Texas L.P. is a licensed Red Shield applicator in good standing with Firestone Building Products Company.

Castro Roofing of Texas L.P. is authorized with Firestone for EPDM effective 03/26/03, APP effective 03/26/03, ULTRAPLY effective 03/26/03, Metal effective 05/19/2009, SBS/BUR effective 03/26/03 under license #08471.

Firestone is proud to include Castro Roofing of Texas L.P. into our family of Red Shield applicators.

If I may be of further assistance, please feel free to call my office.

Sincerely,



Phil LaDuke  
Director, Quality Assurance

PL/jas

9/13/2011