




MEMORANDUM

To: Tim Harkrider, Superintendent 
From: Carmella Shafer, Director of Purchasing
Date: December 11, 2024
Subject: Pebble Creek Elementary School Repair
Agenda Item: J-3.

On December 4, 2024, an underground water line at Pebble Creek Elementary School ruptured, resulting in flooding in a portion of the campus and damage to the fire system. In response, the Facilities Department immediately contacted Summit Fire & Security LLC to perform the necessary repairs to restore full operations at the school.

Summit Fire & Security LLC is an approved vendor for CSISD under RFP 24-021 for Supplies, Parts, Maintenance, Repair, Service: Kitchen Hoods, Fire Extinguishers, Fire Sprinkler Systems, and Backflow. This contract was awarded through a competitive bidding process in accordance with Texas Government Code, Section 791.025.

RECOMMENDATION

It is recommended that the Board of Trustees of College Station Independent School District approve the repair work required at Pebble Creek Elementary School to restore the fire system to Summit Fire & Security LLC at a cost of \$89,776.00. Additionally, it is recommended that the Superintendent be authorized to approve up to \$5,000 in change orders or contingencies, bringing the total contract amount to no more than \$94,776.00.

Carmella Shafer

Carmella Shafer, Director of Purchasing