HUNTSVILLE SCHOOL DISTRICT

Student Centered, Student Focused
570 W Main St | (479) 738-2011

Mr. Jay Chalk, Superintendent / Mrs. Ashley Fulmer & Mr. Ben Hopper Asst Superintendent

Tuesday, October 13, 2026

Dear Ms. Garrity and Members of the Executive Subcommittee:

On behalf of the Huntsville School District, we respectfully request a waiver of the $1 million annual construction contract limitation associated with the TIPS cooperative purchasing program to allow the district to utilize Coryell Roofing for an upcoming roof replacement project estimated at approximately $1.6 million.

The district has recently received partnership funding through the Arkansas Academic Facilities Partnership Program to assist with this project. As we move forward with the planning, design, and approval process, we are requesting authorization to utilize Coryell Roofing through the TIPS purchasing program rather than proceeding through the traditional competitive bidding process.

Coryell Roofing is currently completing multiple roof replacement projects throughout our district resulting from hail damage sustained last spring. Through these projects, Coryell has developed familiarity with our facilities, existing roofing systems, and operational needs.

The district believes that continuing to work with Coryell Roofing would provide several benefits, including consistency in roofing materials and installation practices, improved coordination of ongoing construction activities, and efficiencies in project scheduling and management.

Additionally, the district is working to move this partnership-funded project through the required design and approval processes with the Arkansas Department of Education. Utilizing a contractor already familiar with our facilities would allow us to coordinate the development of construction documents and subsequent construction activities more efficiently.

Our primary objective is to complete this project in a financially responsible manner while minimizing disruptions to district operations and ensuring the long-term protection of our facilities.

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We recognize the importance of competitive procurement and responsible stewardship of public funds. This request is not intended to circumvent those responsibilities but rather to seek authorization to utilize an established cooperative purchasing process that we believe will provide meaningful benefits to the district.

We respectfully request the Executive Subcommittee's consideration and approval of this waiver.

Respectfully,

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TIPS CONSTRUCTION WAIVER REQUEST

Question 1

Why is the school district requesting to award the construction contract through the TIPS process instead of the competitive bid process? What are the specific benefits to the school district?

The Huntsville School District is requesting authorization to utilize the TIPS cooperative purchasing program for this project primarily because of our existing relationship with Coryell Roofing, who has been selected to complete multiple roof replacement projects throughout the district resulting from hail damage sustained earlier this year. These projects are scheduled to begin in the coming weeks.

Additionally, Coryell previously conducted a districtwide roof assessment, evaluating and documenting the age and condition of our roofing systems. This has provided them with an understanding of our facilities and their roofing needs.

In considering Coryell for these projects, district representatives have also spoken with other organizations that have utilized their services and received positive feedback regarding their experiences.

The district believes that utilizing Coryell Roofing for this additional partnership-funded project would provide several benefits, including improved coordination between roofing projects, consistency in materials and installation practices, and greater efficiency in project planning and scheduling.

With multiple roof replacement projects already scheduled throughout the district, we believe there is value in working with a single contractor who is familiar with our facilities and can coordinate these projects in a manner that minimizes disruptions to school operations.

Our goal is to complete these improvements in a timely and financially responsible manner while ensuring the long-term protection of our facilities and the best use of district and state resources.

Question 2

If the request relates to timing, what is the specific timeline for completion, how long would the competitive bidding process take, and what factors prevented the district from planning in advance to utilize competitive bidding?

The Huntsville School District received initial notification of approval for the partnership-funded roof replacement project in the fall of 2025, with final funding approval received in the spring of 2026.

The district anticipates beginning construction in late fall 2026, contingent upon completion of the required design, review, and approval processes through the Arkansas Department of Education. We anticipate that the project must be completed by summer 2027, subject to confirmation of the specific deadline established by the partnership funding agreement.

While the district recognizes that traditional competitive bidding is an available procurement method, our request to utilize the TIPS cooperative purchasing program is not based solely on an expedited construction timeline.

Rather, Coryell Roofing has already been selected to complete multiple roof replacement projects throughout the district resulting from hail damage earlier this year, with those projects scheduled to begin in the coming weeks. Utilizing the same contractor for this partnership-funded project would allow for improved coordination of construction schedules, greater consistency across roofing projects, and more efficient management of construction activities throughout the district.

The district is seeking this waiver before proceeding with the development of construction documents and required state approvals to establish the appropriate procurement method and coordinate the project accordingly.

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Our goal is to complete the project within the required timeline while minimizing disruptions to district operations and ensuring responsible stewardship of state and local resources.

Question 3

If the request relates to prior use of the vendor, provide a description of each construction project completed by the vendor over the past five years, the total amount paid for each project, and how the vendor received its first construction project with the district.

The Huntsville School District has not utilized Coryell Roofing for any major construction or roof replacement projects within the past five years, to our knowledge, prior to the current hail damage restoration projects.

Several years ago, Coryell Roofing conducted a districtwide roof assessment, evaluating and documenting the age and condition of roofing systems throughout our facilities. This assessment provided Coryell with familiarity with our buildings and their roofing needs.

Following hail damage sustained in April 2026, the district worked closely with its insurance company to assess the damage and determine the necessary roof replacements. As part of this process, the district solicited and evaluated multiple competitive bids for the affected roofing projects.

Through this competitive process, Coryell Roofing was selected to complete seven roof replacements across two district campuses:

Campus	Roof Sections	Contract Amount
Huntsville Middle School	4	$179,617.50
Watson Primary School	3	$66,057.75
Total	**7**	**$245,675.25**

These projects are scheduled to begin in the coming weeks and represent the district's first major construction projects with Coryell Roofing in recent years.

Although construction has not yet commenced, Coryell has been involved in planning and coordinating the upcoming replacements.

The district believes that utilizing Coryell for the additional partnership-funded project would provide opportunities for improved coordination, consistency in roofing systems, and greater efficiency in scheduling and managing multiple roofing projects.

Question 4 – If the request relates to the preference of using a local vendor, provide a list of other local vendors that could perform the construction project.

The Huntsville School District's request to utilize Coryell Roofing is not based on a preference for a local vendor.

Rather, the request is based on Coryell's existing involvement with the district's upcoming roofing projects, their previous assessment of district roofing systems, and the potential operational efficiencies associated with coordinating multiple roof replacements through the same contractor.

The district recognizes that other qualified roofing contractors are capable of performing the proposed project. However, we believe utilizing Coryell Roofing would provide continuity and coordination benefits for the district.

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Question 5

For the past five years, list any other construction projects the school district awarded through the TIPS program or competitive bid process, including the type of construction project and amount for each.

Over the past five years, the Huntsville School District has undertaken relatively few major construction projects. Most district expenditures during this period have involved routine maintenance, technology infrastructure, equipment replacement, and other operational needs rather than large-scale construction.

The district's notable construction projects during this period include an HVAC system upgrade, construction of an indoor baseball/softball practice facility, and the recently awarded roof replacements resulting from hail damage.

The HVAC project was awarded through a traditional competitive bidding process. The indoor baseball/softball facility was funded through private contributions and constructed through Kinco Constructors as the general contractor.

More recently, the district solicited and evaluated multiple competitive bids for seven roof replacements across Huntsville Middle School and Watson Primary School. Coryell Roofing was selected for these projects, with a combined proposed contract amount of $245,675.25.

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Question 6

Does the school district believe the price of the construction project will be less or more expensive using the TIPS program than the competitive bid process? Did the school district request any informal quotes or requests for information in making this determination?

The estimated $1.6 million project cost was established through the Arkansas Academic Facilities Partnership Program and preliminary budgetary estimates developed during the project's planning process.

At this time, the district has not completed a formal competitive bidding process for this specific project and therefore cannot definitively determine whether utilizing TIPS will result in a lower or higher construction cost.

However, the district believes that utilizing Coryell Roofing through the TIPS cooperative purchasing program could provide financial and operational efficiencies through coordinated project planning, scheduling, and construction management.

Coryell Roofing was recently selected through a competitive bidding process to complete seven roof replacements across Huntsville Middle School and Watson Primary School, totaling approximately $245,675.25. This process provided the district with an opportunity to evaluate Coryell's pricing against other roofing contractors for similar work.

While the scope and specifications of the partnership-funded project will differ from those of the insurance-funded replacements, the district believes its recent competitive procurement experience provides useful information when evaluating Coryell's proposed pricing.

Prior to entering into a construction contract, the district intends to review the final project scope, specifications, and proposed pricing to ensure that the cost is reasonable, consistent with applicable purchasing requirements, and represents responsible stewardship of public funds.