

Roof Communication Team Report January 29, 2018

As of the last Roof Progress Meeting on December 21, 2017, the roof project is substantially complete. The outstanding items for completion are summarized in the accompanying punch list. Because we have not reached Project Final Completion, this is hopefully the next to last report of the Roof Communication Team. A final report will be made sometime after March 31, 2018.

All work on the roof is complete except for some caulk removal and Garland provided seam repairs.

The persistent leak in the choir room remains unresolved. The last wind driven rain in the fall caused limited leaking. A 4-5 inch snowfall and melt in mid-December seems not to have caused leaking. Also, there have been some problems with the windows in the Choir Room clerestories. Virginia Searl, of BERO Architecture, believes that the ongoing leaks are probably related to these window problems and not to the roof replacement. This area will be monitored over the next several months to determine whether the cause has been discovered and removed. It is suspected that the incomplete sheet metal work in this area may have been one of the causes earlier. All the sheet metal work is now complete. A hose test should be performed when the weather permits to determine and verify resolution.

Spring Sheet Metal & Roofing will provide a record set of drawings identifying changes to the work or project from the original drawings and specifications. They will also provide a binder with copies of all proposal requests, submittals and the submittal log. Bero Architecture will provide a CD with digital files of the original drawings and specifications.

The Punch List includes items of work to be completed or corrected prior to Final Completion of the Project. The correction work will take place no later than March 31, 2018.

Punch List

I. GENERAL:

- A. Carefully walk the building perimeter to 20 feet (+/-) away from building walls. Pick up and properly dispose of all construction debris, including material wrappers or binding, sheetmetal trimmings, roofing nails, etc. Take added care in the Nursery School Playground, areas immediately adjacent to the playground, and lower lawn areas where nursery school children play outside the playground. The church custodian will assist in the identification of any areas in question.
- B. Roll lawn areas at the west side of the building to level lift tracks.
- C. Remove all construction debris from roofs: membrane trimmings, sheetmetal

- scrape, etc. Roof areas are to be left free of all construction waste.
- D. Clear all drain body of accumulated plant debris.
- E. Check outside corners of cap flashings and reseal where necessary.

II. ROOFS:

- A. Elevator Addition
 - 1. Remove nail in south parapet cap. Provide cap flashing patch.
- B. Chimney Tower
 - 1. Provide fastener at counterflashing at chimney base, east side. Fasteners to be located in mortar joints only.
- C. Access Ladders
 - 1. Fasten existing ladders to Sanctuary walls, four locations at scupper access points.
- D. Roof Drains
 - 1. Cut ring bolts to allow drain strainers to seat properly.
- E. Caulk at roof/wall connections
 - 1. Complete change order work.

III. SITE:

- A. Staging area
 - 1. Repair depression in the parking lot pavement where the lift sat to hoist materials to the roof.

IV. FINAL COMPLETION:

Prior to Final Completion and Certificate of Final Payment, the following must be satisfied by the Contractor:

- A. Completion of all Punch List items.
- B. A certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner.
- C. "Written affidavit that all payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or his property might in any way be responsible, have been paid or otherwise satisfied." (AIA Document G706).
- D. Written consent of Surety to Final Payment. (AIA Document G707)