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Beaufort County School District
Roof Repairs
Scope of Work

1. Scope

- a. Upon receipt of the work order leak (by WM Building Envelope Consultants, BCSD, and/or ABM) at the specific facility/facilities it is the Contractor's responsibility to visit the site a minimum of 48 hours upon receipt of the work order.
- b. Upon arrival the site, it is the responsibility of the Contractor to review the leak location and identify the leak cause.
- c. Upon identifying the leak cause, it is the responsibility of the Contractor to repair the leak occurring in the roof system if the cost is under the preapproved amount by Beaufort County School District. If repair cost is above the reapproved amount, WM Building Envelope Consultants will immediately be notified of the required repair and the associated cost. Approval of this cost
 - i. Based on the leak cause and required repair, the *Unit Add Cost shall be utilized to repair the leak cause.
 - ii. If the cause of the leak is not related to any of the *Unit Add Cost items, this shall be communicated with WM Building Envelope Consultants immediately. The required repair shall be communicated with WM Building Envelope Consultants or whether additional testing is needed to identify actual leak cause/required repair.

2. Unit Price Repairs

- a. Built Up Roof System Repairs - Provide pricing for each *Unit Add Cost for Each Required Roof Repair Item. Provide pricing for **Investigation/Mobilization Cost.
- b. Modified Bitumen Roof System Repairs - Provide pricing for each *Unit Add Cost for Each Required Roof Repair Item. Provide pricing for **Investigation/Mobilization Cost.
- c. Shingle Roof System Repairs - Provide pricing for each *Unit Add Cost for Each Required Roof Repair Item. Provide pricing for **Investigation/Mobilization Cost.

- d. *Unit Add Cost – This cost shall include the repair and the investigation of the reported leaks. This cost shall include all labor, materials, etc. to complete repairs and investigation.
- e. **Investigation/Mobilization Cost – This cost shall include the required cost to get to the site to review reported leak/leaks. This is a single cost item for getting to the site.

3. Warranty

- a. A 3 (three) year contractor warranty shall be provided for each repair scope completed. The start of the 3-year Contractor Warranty will begin upon completion of closeout paper work to WM Building Envelope Consultants.
- b. It is the Contractor's responsibility to verify the leak cause and required leak repair. If the Contractor repairs the incorrect location and/or location continues to leak, the Contractor shall investigate and repair the leak cause at no cost to Beaufort County School District.

4. Required Items to Submit to WM Building Envelope Consultants after Repair is Complete

- a. Photos (PDF)
 - i. Before Photo/Photos of Roof Leak on roof surface
 - ii. Before Photo/Photos of Interior Leak Location (stained ceiling tile)
 - iii. During Roof Repair
 - iv. After Roof Repair
- b. Unit Price Spreadsheet Identifying Roof Repair Performed (*Unit Add Cost)
- c. Roof Plan with specific item identified that was repaired to address leak. This shall be provided with the specific location on roof system addressed.
- d. Interior floor plan identifying approximate location of leak.

5. Attachments

- a. Built Up Roof System Roof Repair Spreadsheet
- b. Modified Bitumen Roof System Repair Spreadsheet
- c. Shingle Roof System Repair Spreadsheet
- d. Sample Warranty