NATIONAL ROOFING CONTRACTORS ASSOCIATION

Dove Roofing Co., Inc.
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"Serving Florida's Capital Since 1888"

CERTIFIED ROOFING CONTRACTOR
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January 9, 2003

Mr. Albert Sessions
Leon County Facilities Management
1907 A South Monroe Street
Tallahassee, FL 32301

RE: Roof Maintenance
Leon County Courthouse

Dear Mr. Sessions:

As per your request, Dove Roofing Co., Inc. has prepared the following proposal for a continuing roof maintenance plan on the Leon County Courthouse Roof. The purpose of this program would be three fold:

1. Maintain the Firestone EPDM roofing membrane, using procedures and products recommended by Firestone, to ensure that the existing manufacturer's roofing system warranty is not voided.

2. Regular inspection and preventative maintenance will maximize the lifetime of the roof membrane beyond the manufacturer's roofing system warranty.

3. Inspection and preventative maintenance costs should save money by finding small problems before they become large problems and by maximizing roof usefulness before re-roofing becomes necessary.

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I. Immediate Recommendations:

A. During repairs recently made under repair roof repair contract, Dove Roofing did inspect roof laps and flashings for visible deficiencies. These are the most likely area of problems in a fully adhered EPDM system. This does not need to be repeated at this time.

B. Clean all debris away from roof drains to ensure drains are free flowing. Inspect roof drain flashings.

C. Remove all leaves and debris on roof surface.

D. Power wash all molded roof areas. Re-coat any roof membrane showing coating stress after power washing.

Price for Immediate Recommendations Work: $4,500.00

II. Maintenance Program - Performed Two Times Per Year:

A. Inspect all roof laps, flashings and roof drains for visible deficiencies.

B. Clean all debris from roof surface.

C. Make small repairs (open seam lap, open flashing lap, debris around drain collar) as necessary to maintain roof. Larger repairs, such as extensive lap failure, damage to flashings, etc., to be photo documented and repair price to be approved prior to repair.

Price for Maintenance Program Inspections: $2,500.00 per inspection

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III. Long Term Maintenance - Every Five Years

A. Power wash roof membrane and re-coat membrane every five years.

Price for Long Term Maintenance to be determined at time needed.

Thank you for allowing us the opportunity of presenting this proposal.

Sincerely,

Jody Dove, President
Dove Roofing Co., Inc.

01-13-03
11:55am