



2016

Project Proposal for

Towne Properties

Dominion Club Roof System Replacement

This document specifies the general standards of materials and workmanship provided by Feazel, Inc. for Towne Properties for the roofing system replacement at Dominion Club at New Albany



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Roofing system replacement

1. Preparation of job site and protection of property:
 - a. No work will begin prior to 7am on any day. Crews may arrive for site preparation prior to 7am.
 - b. Tenants will be notified by a project manager or crew leader on the day of work prior to work beginning on their property and given instruction for exiting and entering their residence.
 - c. Project managers and crew leaders will be easily identifiable by unique color clothing/shirt or shirt reading "Project Manager", "Crew Leader", "Foreman" or otherwise.
 - d. All tools and supplies will be set inside an area marked with cones and caution tape. No tools or supplies will be laying in common areas unattended.
 - e. Compressor and generators will be placed on plywood or tarps at all times and never set down directly onto grass, sidewalks, parking spaces, decks or landscaping even while not in use.
 - f. All Feazel vehicles, trailers and equipment will be parked/stored in predetermined parking areas within a reasonable distance from the work site. All vehicle doors and trailer gates will remain closed and locked while not in use.
 - g. All garage doors, first story windows, air conditioning units, water spigots and electrical boxes will be adequately protected from falling debris throughout the removal and installation process.
 - h. All landscaping, trees, bushes, flowers, potted plants, lawn ornaments, and patio furniture will be adequately protected from falling debris throughout the removal and installation process or moved away from the building.
 - i. All cones, caution tape, property protection and tenant communication will take place before tear off begins.
2. Complete removal of existing roofing system:
 - a. Removal of all layers of shingles on all buildings.
 - b. Removal of any and all existing underlayment/felt.
 - c. Removal of any and all wall flashings except where found to be in re-useable condition, particularly around stucco walls where removal may cause damage to the stucco walls.



- d. Removal of any and all soil boot flashings.
- e. Removal of any and all drip edge and rake edge.
- f. Removal of any rotted, dry rotted, delaminated, or otherwise non-structurally sound roof decking.
 - i. Photos of roof decking needing replacement will be taken on each building and organized accordingly.
 - ii. If it is determined that 75% or more of any one building's roof decking requires replacement, Feazel will remove and replace the entire roof deck.
- g. Removal of all w-style valley metal in preparation for installation of a closed cut style valley system.

3. Guidelines for roof removal:

- a. Tarps and drop zones will be utilized at all times during the tear off process unless roofing debris will be thrown directly into a dumpster or trailer.
- b. Workers will take extra caution when tearing off roofing material above front doors, garage doors and patio doors.
- c. There will be a crew member on the ground at all times continuously cleaning roofing debris throughout the roofing process. This person will be responsible for helping tenants in and out of their properties during the day of work. This person will wear proper personal safety gear at all times including hard hat and eye protection.
- d. If property is damaged during the tear off or installation process, the damaged property will be photographed at the time of the incident. Additionally, management and the property owner will be notified of the incident.
- e. On days where there is a threat of rain or other inclement weather, roof work will either be rescheduled for the next available work day or the roof will be carefully torn off in sections. All roofing crews carry tarps large enough to cover any and all exposed roof decking in the event of pop up rain.
- f. Photos of roof decking requiring replacement will be taken during the tear off process before the decking is removed from the roof.
- g. If unforeseen water damage (structural damage, mold, mildew, wet/compromised insulation) is found during the tear off process, management will be notified immediately before any additional action takes place.

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d. Drip edge & rake edge specifications:

- i. Will be construction grade pre-finished aluminum, 3" wide at the roof deck and to extend 1-1/2" down the fascia, into the gutter system.
- ii. Will be installed over top of the ice and water shield at all eaves and over top of the underlayment at all rakes to prevent wind-driven rain from penetrating the eaves and rakes.
- iii. Will be installed using proper fasteners placed no more than every 16" apart.
- iv. Drip edge will be notched to be properly installed around existing gutter hangers.

e. Starter shingles / starter course:


- i. Will be purpose-made, full adhesion premium quality starter shingles installed at all eaves and rakes.
- ii. Will be installed using manufacturer specifications and nailing patterns, over top of the drip edge and rake edge, flush or nearly flush with the drip edge or rake edge.
- iii. Under no circumstances will 3-tabs shingles be accepted as a starter course shingle.

f. Shingles and shingle installation:

- i. Will be GAF Timberline HD dimensional/architectural type fiberglass mat, asphalt shingles, 3 bundles per square, warranted by the manufacturer for the lifetime of the shingle, including a wind resistance warranty of 130MPH or greater, including a minimum of 10 year streak free warranty.
- ii. Will be installed using no less than 6 nails per shingle within the manufacturer specified nailing area.
- iii. Will be installed per manufacturer specifications with a minimum 5"-6" off set with manufacturer specified reveal.
- iv. Will overhang the eaves no more than 1/4" to 3/4" and will overhang the rakes no more than 1/4" to 3/4".





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- g. Shingle Fasteners:
 - i. Will be 1-1/4" ring shank coil nails.
 - ii. Nailing guns will be set to adequate pressure as to drive the nail flush with the shingle surface and not break the structural integrity of the shingle.
 - h. Valleys:
 - i. Will be closed cut or "California" valleys.
 - ii. Will not be "weaved" valleys.
 - iii. Shingles will be installed over top of ice and water shield in all valleys.
 - i. Step wall flashings:
 - i. All step flashing will be removed and replaced with new 8"x8" prefinished aluminum step flashing.
 - ii. All step flashing will be installed over ice and water shield at all walls and behind the buildings siding.
 - iii. Step flashing will be installed with proper flashing overlap nailed in the upper most corner opposite the wall.
 - j. Apron Flashing:
 - i. All existing apron flashing will be removed and replaced with new pre-finished, over-sized apron flashing.
 - ii. All apron flashing will be installed over ice and water shield at all walls and installed behind the buildings siding.
 - iii. Apron flashing will be fastened using hex-head, rubber grommet screws to prevent leaks from face nailed flashings.
 - k. Pipe flashings:
 - i. All pipe flashings will be replaced with new neoprene, prefinished soil boots, properly flashed with ice and water shield.
 - ii. Neoprene will not be spray painted which would compromise the integrity of the soil boot.
 - iii. All soil pipes will be clean and free of debris and old sealant prior to installation of the new soil boot.
 - iv. All soil boot base flashings will be secured using hex-head, rubber grommet screws to prevent leaks from face nailed flashings.



I. Skylight flashings:

- i. If the skylight is to be replaced, the skylight flashing will be completely replaced with new manufacturer purpose-made flashing kits and ice and water shield.
- ii. If the skylight is not being replaced, all existing skylights will be flashed with new ice and water shield and the flashing kits will be reused where possible and replaced when necessary.
- iii. Skylight base flashings will be secured using hex-head, rubber grommet screws to prevent leaks from face nailed flashings.

m. Ventilation / attic exhaust:

- i. Attic ventilation exhaust, shingle over ridge vent, will be replaced at all ridges where current ridge vent exists.
- ii. Roof decking will be installed 2" from the peak of the roof on either side of the ridge to allow for adequate attic exhaust.
- iii. If decking replacement is not required at the ridge, all existing decking will be inspected for proper ventilation exposure and cut back to a minimum of 2" where necessary.
- iv. Ridge vent will not be installed within 2 lineal feet from the end of any ridge or within 2 lineal feet from any wall to prevent possible wind driven rain from entering the ridge vent system.
- v. Baffled, shingle over ridge vent materials will be furnished by Feazel and installed using hand nailed, smooth shank roofing nails.
- vi. Shingle over ridge vent will never be fastened using nailing guns.

n. Hip and ridge shingles:

- i. Ridge cap shingles that will be installed on shingle over ridge cap shingles will be installed using hand nailed, 3" smooth shank roofing nails.
- ii. Hip and ridge cap shingles that will be installed over non vented hip and ridge will be installed using nailing guns equipped with 1-1/4" ring shanked coil nails.



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5. Job site cleanup and end of day guidelines:

- a. Before any roof is considered complete a project manager, foreman or crew leader will inspect the entire roofing system for installation per manufacturer guidelines.
- b. If any roof is found to have shingles damaged by shoe scuffs, tool damage, material damage or imperfections otherwise, those shingles will be replaced immediately before end of day.
- c. If any "low nails" are found during the inspection of the roof, the entire shingle will be removed and replaced and properly nailed.
- d. If any flashing is found to be improperly installed due to insufficient overlap or improper nailing it will be removed and replaced with new flashing and properly installed.
- e. The entire property, driveways, parking spaces, landscaping and surrounding property will be cleaned of all roofing debris from tear off or installation of the new roofing system including but not limited to, shingles, underlayment, nails & fasteners, plywood & lumber, tools and equipment before any job will be considered complete.
- f. In the event that any roof installation is not completed by sun down, the entire property will be cleaned of any and all construction debris as if the roof had been completed.
- g. Any roof that has not been completed in full by sun down will be made water tight in the event of overnight rain or weather events.
- h. All patio furniture, lawn ornaments, potted plants or other items that have been moved for their protection will be returned to their original locations.
- i. High strength magnetic rollers and hand magnets will be utilized to sweep the yard, landscaping, driveways, parking spaces and surrounding properties to ensure collection of 100% of nails and metallic roofing debris.
- j. If any property damage or personal injury should occur due to poor cleaning of the job site, Feazel will be solely responsible for repairs and liabilities due to such occurrences.
- k. All job site cleanliness and job completion will be double checked by a project manager, foreman or crew leader.
- l. Upon request, Feazel will walk the property with tenants to ensure satisfactory cleaning of the property before leaving the job site.

