

Anjuman A. Islam, Ph.D.  
Water Utility Director

Nathaniel Tillis  
Wastewater Utility Director



Kenneth M. Scolaro  
Administrative Manager

Chad W. Regalia, P.E.  
Chief Engineer

January 15, 2025

**Wastewater Commission:**

Anthony Beyer  
Anthony Bunkelman  
Claude Lois  
Cory Mason  
Jack Feiner  
James Sullivan  
Jens Jorgenson

John Tate II  
Kevin Salb  
Mollie Jones  
Nancy Washburn  
Natalia Taft  
Stacey Sheppard  
Terry McCarthy

**SUBJECT: Change Order No. 1 – Contract 2024-WW-STR-01 – 2024 Racine Wastewater Treatment Plant Roof Replacements**

Dear Commissioners:

Submitted for your review and approval is Change Order No. 1 - Contract 2024-WW-STR-01 – 2024 Racine Wastewater Treatment Plant Roof Replacements, Carlson Racine Roofing & Sheet Metal Inc. (Contractor), in the overall net **credit** amount of **(\$4,987.00)**. This change order is for the purpose of rectifying final amounts of materials and quantities used on this project.

The original contract amount is \$264,955.00. Approval of Change Order No.1 would bring the total contract amount to \$259,968.00. This change order reflects a decrease of **1.9%** on the original contract amount.

Sincerely,

Nate Tillis  
Wastewater Utility Director

NT/jb

Enclosure



2401 Eaton Lane  
Racine, Wisconsin 53404 USA  
Voice: (262) 632-5920  
FAX: (262) 632-0958

# Invoice

INVOICE NUMBER: 33218

PAGE: 1

**SOLD TO:**

Racine Water & Wastewater  
800 Center Street Room 227  
Racine, WI 53403

**Ship To:**

Racine Water & Wastewater  
Area 2 & 6 - Digesters  
Area 1 - Bunker Hill

CUSTOMER ID	CUSTOMER PO	SALES REP ID
Racine Wastewater	2024-WW-STR-01	
PAYMENT TERMS	INVOICE DATE	DUE DATE
Net 20 Days	11/15/24	12/5/24
DESCRIPTION	AMOUNT	

Reroofing work completed per our bid and your contract on Digester areas 2 & 6 and Bunker Hill Area 1 \$264955.00 - Due this invoice:	40,621.05
Replaced four rotted rail supports CO #1	313.15
less Change Order #2 - Remove Allowance	-10,000.00
Less deduct for Grass damage \$1250.00	-1,250.00

SUBTOTAL	29,684.20
SALES TAX	
TOTAL INVOICE AMOUNT	\$29,684.20
PAYMENT RECEIVED	
CHECK NO.:	TOTAL DUE
	\$29,684.20

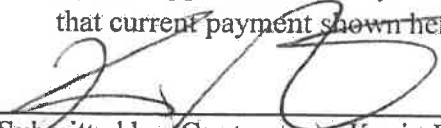
***We appreciate your prompt payment.***

# APPLICATION FOR PAYMENT

# IRS

Contract Amount	
1 ORIGINAL CONTRACT SUM	\$ 264,955.00
2 NET CHANGE BY CHANGE ORDER (See Change Order Summary)	(+/-) \$ (4,987.00)
3 ADJUSTED PROJECT TOTAL TO DATE	(=) \$ 259,968.00
Current Payment	
4 WORK IN PLACE TO DATE (From Schedule of Values - Page 1)	\$ 261,218.00
5 TOTAL MATERIALS STORED BUT NOT IN PLACE	(+) \$ -
6 TOTAL COMPLETE AND STORED TO DATE	(=) \$ 261,218.00
7 RETAINAGE AMOUNT (5% of Line 6, above - N/A if Final Appl.)	(-) \$ -
8 LESS AMOUNT PREVIOUSLY APPLIED FOR AND APPROVED	(-) \$ 230,283.80
9 CURRENT PAYMENT DUE <b>Invoice this amount</b>	(=) \$ 29,684.20
Project Summary	
10 ADJUSTED PROJECT TOTAL (From Line 3, above)	\$ 259,968.00
11 LESS TOTAL AMOUNT EARNED (Total of Lines 8 & 9, above)	(-) \$ 259,968.00
12 PROJECT BALANCE REMAINING	(=) \$ -

The undersigned Contractor certifies that, to his knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents and that current payment shown herein is now due.

  
Submitted by (Contractor): Kevin Petersen, VP

12/31/2024  
Date:

### AMOUNT APPROVED FOR PAYMENT BY CONSULTANT

\$ 29,684.20

Explanation (if different from the amount applied for):

Dave Angove / KGD  
Approved by (IRS):

1/3/2025  
Date:

Approved by (Owner):

Date:

# APPLICATION FOR PAYMENT



OWNER: Racine Water and Wastewater Utilities

PROJECT NAME: 2024 Roof Replacemnets for Racine Wastewater Utility 2024-WW-STR-01

IRS PROJECT #: 18403

CONTRACTOR NAME: Carlson Racine Roofing & Sheet Metal Inc.

Address: 2401 Eaton Lane

City, State Zip: Racine, WI 53404

CHANGE ORDER SUMMARY		Change to Contract Amount	
Change Order Number	Date Approved	Addition	Deduction
1	10/15/2024	6,263.00	
2	11/6/2024		10000
3	12/31/2024		1250
<b>TOTAL CHANGE TO CONTRACT AMOUNT:</b>		<b>\$6,263.00</b>	<b>(\$11,250.00)</b>

SCHEDULE OF VALUES <i>(Breakdown: mobilization, tear-off, insul./membrane, flashings, sheet metal, etc.)</i>			
Work Item	Scheduled Value	% Complete	Value Complete
Set Up	\$ 10,000.00	100%	\$ 10,000.00
Roofing Materials	\$ 29,790.00	100%	\$ 29,790.00
Roofing Labor	\$ 84,530.00	100%	\$ 84,530.00
Sheet Metal	\$ 19,075.00	100%	\$ 19,075.00
Allowance	\$ 10,000.00	100%	\$ 10,000.00
Masonry	\$ 93,560.00	100%	\$ 93,560.00
Bonds/Warranties	\$ 8,000.00	100%	\$ 8,000.00
Close out	\$ 10,000.00	100%	\$ 10,000.00
CO #1	\$ 6,263.00	100%	6,263.00
CO #2 Remove Allowance	\$ (10,000.00)	100%	(10,000.00)
Grass damage	\$ (1,250.00)	100%	(\$1,250.00)
<b>TOTAL WORK IN PLACE:</b>			<b>\$ 259,968.00</b>

# CHANGE ORDER FORM

# IRS

CHANGE ORDER #: 2

OWNER: City of Racine

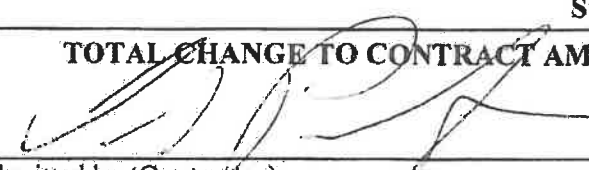
PROJECT NAME: Wastewater Utility Department - Digester Roof Spec

IRS PROJECT #: 18403

CONTRACTOR NAME: Carlson Racine Roofing & Sheet Metal Inc.  
 Address: 2401 Eaton Lane  
 City, State Zip: Racine WI 53404

CHANGES IN THE WORK: <i>(Other than Unit Prices)</i>	Change to Contract Amount	
Description: Allowance give back	Addition	Deduction
Remove Allowance in contract		\$10,000.00
<b>Subtotal:</b>		\$10,000.00

UNIT PRICING: <i>(Attach verified Field Forms)</i>			Change to Contract Amount	
Item	Unit Price	Quantity	Addition	Deduction
<b>Subtotal:</b>			\$0.00	\$0.00
<b>TOTAL CHANGE TO CONTRACT AMOUNT:</b>			\$0.00	(\$10,000.00)

  
 Submitted by (Contractor):  
 Dave Angove / KGD

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Approved by (IRS):

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Approved by (Owner):

11/6/2024

Date: 1/3/2025

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Date:

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Date:

# CHANGE ORDER FORM



CHANGE ORDER #: 3
OWNER: City of Racine
PROJECT NAME: Wastewater Utility Department - Digester Roof Spec
IRS PROJECT #: 18403
CONTRACTOR NAME: Carlson Racine Roofing & Sheet Metal, Inc
Address: 2401 Eaton Lane
City, State Zip: Racine, WI 53404

CHANGES IN THE WORK: <i>(Other than Unit Prices)</i>	Change to Contract Amount	
Description: Deduct Grass	Addition	Deduction
Deduct for Grass		\$1,250.00
<b>Subtotal:</b>	\$0.00	\$1,250.00

UNIT PRICING: <i>(Attach verified Field Forms)</i>			Change to Contract Amount	
Item	Unit Price	Quantity	Addition	Deduction
<b>Subtotal:</b>			\$0.00	\$0.00
<b>TOTAL:</b>			\$0.00	\$1,250.00
<b>NET CHANGE TO CONTRACT AMOUNT:</b>			(\$1,250.00)	

*Kevin W. Petersen*

1/2/2025

Submitted by (Contractor):

Date:

Dave Angove / KGD

1/3/2025

Approved by (IRS):

Date:

Approved by (Owner):

Date:



## Final Waiver of Lien

November 18, 2024

**For value received**, we hereby waiver our rights and claims for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

**for** City of Racine - Wastewater Utility Dept **owner**,  
**by** **contractor**,  
**for** Carlson Racine Roofing, Inc.

same being situated in Racine County, State of Wisconsin, described as:  
All work completed per IRS Job 18403 Reroofing Racine Wastewater Areas 2 & 6 and Bunker Hill.

**for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except NONE.**



Fred L. Petersen, President

*Whereas: Carlson Racine Roofing & Sheet Metal Inc., herein called "Contractor" has completed the application of the following roof:*

Owner: City of Racine – Racine Wastewater Utility  
Address of Owner: 2101 Wisconsin Ave Racine WI 53403  
Type & Name of Building: Racine Wastewater  
Location: 2101 WI Avenue Racine WI  
Area of Roof: Areas 2 & 6, Bunker Hill  
Date of Completion: 11-8-2024  
Date Guarantee Expires: 11-7-2026

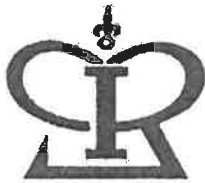
*Whereas, at the inception of such work, Contractor agreed to guarantee the aforesaid roof for a period and subject to the conditions herein set forth:*

*Now, Therefore, Contractor hereby Guarantees, subject to the conditions herein set forth, that during a period of Two (2) years from the date of completion of said roof, it will, at its own cost and expense, make or cause to be made such repairs to said roof resulting solely from faults or defects in materials or workmanship applied by or through Contractor as may be necessary to maintain said roof in watertight condition.*

This guarantee is made subject to the following conditions:

1. Specifically excluded from this guarantee is any and all damage to said roof, the building or contents caused by the acts or omissions of other trades or contractors: lightning, windstorm, hailstorm, flood earthquake or other unusual phenomena of the elements; foundation settlement; failure or cracking of the roof deck; defects or failure of material used as a roof base over which the roof is applied; faulty construction of parapet walls, copings, chimneys, skylights, vents, supports, or other parts of the building; vapor condensation beneath the roof; penetrations for pitch boxes; water leakage due to erosion and porosity of mortar and brick; dry rot; stoppage of roof drains and gutters; penetration of roofing from beneath by rising nails; inadequate drainage, slope or other conditions beyond the control of Contractor which cause ponding or standing of water; termites or other insects; rodents or other animals; or fire. If the roof is damaged by reason of any of the foregoing, this guarantee shall thereupon become null and void for the balance of the guarantee period unless such damage is repaired by Contractor at the expense of the party requesting such repairs.
2. Contractor is not liable for consequential damages to the building or contents resulting from any defects in said roof, including, but without limitation, any interruption of business experienced by Owner or occupants of the building.
3. This guarantee shall become null and void unless the Contractor is promptly notified in writing of any alleged defect in materials or workmanship and provided an opportunity to inspect and, if required by the terms of this Guarantee, to repair the roof.
4. No work shall be done on the said roof, including, but without limitation, work in connection with flues, vents, drains, sign braces, railings, platforms or other equipment fastened to or set on the roof, and no repairs or alterations shall be made to said roof unless Contractor shall first be notified in writing, shall be given the opportunity to make the necessary roofing application recommendations with respect thereto, and such recommendations are complied with. Failure to observe this condition shall render this guarantee null and void. Contractor shall be paid for time and materials expended in making recommendations or repairs occasioned by the work of others on said roof.
5. This guarantee shall become null and void if the roof is used as a promenade or work deck or is prayed or flooded, unless such use was originally specified and the specification is noted in paragraph 9, below.
6. This guarantee shall not be or become effective unless and until Contractor has been paid in full for said roof in accordance with the agreement pursuant to which such roof was applied.
7. This guarantee shall accrue only to the benefit of the original Owner named above. It is not transferable to any other person, except with the prior written consent of Contractor.
8. This guarantee is in lieu of all other guarantees or warranties express or implied. ALL IMPLIED GUARANTEES AND WARRANTIES, AND SPECIFICALLY THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE EXPRESSLY EXCLUDED AND DISCLAIMED.
9. Additional conditions or exclusions: NONE

*IN WITNESS WHEREOF*, this instrument has been duly executed this 18th day of November, 2024



Carlson Racine Roofing & Sheet Metal Inc.

By: \_\_\_\_\_





**Peak Advantage Guarantee**



**Building Owner:**  
 City of Racine  
 800 Center St  
 Racine, WI 53403

**Guarantee Number:** FNB128138934  
**Expiration Date:** November 8, 2034  
**Job Name:** Racine Wastewater - Areas 2 & 6 and Bunker Hill  
**Date of Completion:** November 8, 2024

**Building Name:**  
 Racine Wastewater Treatment Plant  
 2101 Wisconsin Ave  
 Racine, WI 53403-3372

**Approved Roofing Contractor:**  
 CARLSON RACINE ROOFING CO  
 2401 EATON LANE  
 RACINE, WI 53404

**Terms & Maximum Monetary Obligation to Maintain a Watertight Roofing System.**

**Years:** 10 Year

**\$ No Dollar Limit**

**Coverage:**

The components of the Roofing System covered by this Guarantee are:

**Total Squares:**

Sec.	Sqs.	Roof Type	Membrane Spec.	Insulation Type			Cover Board
				Layer 1	Layer 2	Layer 3	
1	34	BUR	4GIG	Tapered ENRGY 3			RetroPlus Roof Board

Accessories:	Type	Product Name	Quantity
	Flashing (1) Style:		lin. ft.
	Flashing (2) Style:		lin. ft.
	Flashing (3) Style:		lin. ft.
	Fascia Style:		lin. ft.
	Copings Style:		lin. ft.
	Drains (1) Style:		ea.
	Vents Style:		ea.

Sec.	Sqs.	Roof Type	Membrane Spec.	Insulation Type			Cover Board
				Layer 1	Layer 2	Layer 3	
2	3	EPDM	SE6A	ENRGY 3	ENRGY 3		

Accessories:	Type	Product Name	Quantity
	Flashing (1) Style:		lin. ft.
	Flashing (2) Style:		lin. ft.
	Flashing (3) Style:		lin. ft.
	Fascia Style:		lin. ft.
	Copings Style:		lin. ft.
	Drains (1) Style:		ea.
	Vents Style:		ea.

These Johns Manville Guaranteed components are referred to above as the "Roofing System," and ALL OTHER COMPONENTS OF THE OWNER'S BUILDING ARE EXCLUDED FROM THE TERMS OF THIS GUARANTEE.

Johns Manville Canada Inc. guarantees to the original Building Owner that during the Term commencing with the Date of Completion, JM will pay for the materials and labor required to promptly repair the Roofing System to return it to a watertight condition if leaks occur due to: ordinary wear and tear, or deficiencies in any or all of the component materials of the Roofing System, or workmanship deficiencies in the application of the Roofing System.

#### WHAT TO DO IF YOUR ROOF LEAKS

If you should have a roof leak please refer to directions on the back page.

#### LIMITATIONS AND EXCLUSIONS

This Guarantee is not a maintenance agreement or an insurance policy; therefore, routine inspections and maintenance are the Building Owner's responsibility (see the back page of this document). Failure to follow the Maintenance Program on the back page of this document will void the Guarantee. This Guarantee does not obligate JM to repair the Roofing System, or any part of the Roofing System, for leaks resulting from (a) natural disasters including but not limited to the direct or indirect effect of lightning, fire, hailstorm, earthquake, tornadoes, hurricanes or other extraordinary natural occurrence and/or wind speeds in excess of one hundred kilometers per hour, (b) misuse, abuse or negligence, (c) installation or material failures other than those involving the component materials expressly defined above as the Roofing System or exposure of the Roofing System components to damaging substances such as oil or solvents or to damaging conditions such as vermin, (d) changes to the Roofing System or the Building's usage that are not pre-approved in writing by JM, or (e) failure of the Building substrate (mechanical, structural, or otherwise and whether resulting from Building movement, design defects or other causes) or improper drainage. JM is not responsible for leaks and damage resulting from water entry from any portion of the Building structure not a part of the Roofing System. Moreover, the Building Owner is solely and absolutely responsible for any removal and/or replacement of any overburdens, including but not limited to pavers, solar additions, vegetative assemblies, super-strata or overlays, in any form whatsoever, as reasonably necessary to expose the Roofing System for inspection, repair and/or replacement. Furthermore, the JM Guarantee does not cover any leaks, changes in appearance, damage, or loss of performance in the roofing system resulting from the operation, presence or installation/removal of any overburden. With reasonable advance notice, Building Owner must allow free access to Roofing System for repair and/or inspection during regular business hours. Failure to provide timely access may result in Owner being held responsible for reasonable reimbursement of costs associated with delays or damages and may result in the Guarantee being rendered null and void.

This Guarantee becomes effective when (1) it is delivered to Owner; and (2) all bills for installation, materials, and services have been paid in full to the Approved Roofing Contractor and to JM. Until that time, this Guarantee is not in force and has no effect.

The parties agree that any controversy or claims relating to this Guarantee shall be finally settled by arbitration in accordance with provisions of the Arbitration Act of Ontario or to such other dispute resolution arrangement as the parties mutually agree.

EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, JM EXCLUDES ALL EXPRESS OR IMPLIED WARRANTIES, CONDITIONS AND OBLIGATIONS, WHETHER STATUTORY OR OTHERWISE, CONCERNING THE QUALITY OF THE ROOFING SYSTEM OR ITS FITNESS FOR ANY PURPOSE.

THE SOLE RESPONSIBILITY AND LIABILITY OF JM UNDER THIS GUARANTEE IS TO MAKE REPAIRS NECESSARY TO MAINTAIN THE ROOFING SYSTEM IN A WATERTIGHT CONDITION IN ACCORDANCE WITH THE OBLIGATIONS OF JM UNDER THIS GUARANTEE.

UNDER NO CIRCUMSTANCES WILL JM OR ITS AFFILIATES BE LIABLE TO THE BUILDING OWNER OR ANY OTHER PARTY FOR ANY INDIRECT, THIRD PARTY, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY EXPENSES, COSTS, LIABILITY, HARM, LOSS, OR DAMAGE WHATSOEVER, WHETHER IN CONTRACT, TORT, EQUITY OR OTHERWISE.

No one is authorized to change, alter, or modify the provision of this Guarantee other than the Regional Services Manager, or authorized delegate. JM's delay or failure in enforcing the terms and conditions contained in this Guarantee shall not operate as a waiver of such terms and conditions. This Guarantee is solely for the benefit of the Building Owner identified above and Building Owner's rights hereunder are not assignable. Upon sale or other transfer of the Building, Building Owner may request transfer of this Guarantee to the new owner, and JM may transfer this Guarantee, in its sole and absolute discretion only after receiving satisfactory information and payment of a transfer fee, which must be paid no later than 30 days after the date of Building ownership transfer.

In the event JM pays for repairs which are required due to the acts or omissions of others, JM shall be subrogated to all rights of recovery of the Building Owner to the extent of the amount of the repairs.

Because JM does not practice Engineering or Architecture, neither the issuance of this Guarantee nor any review of the Building's construction or inspection of roof plans (or the Building's roof deck) by JM representatives shall constitute any warranty by JM of such plans, specifications, and construction or in any way constitute an extension of the terms and conditions of this Guarantee. Any roof inspections are solely for the benefit of JM.

JM does not supervise nor is it responsible for a roofing contractor's work except to the extent stated herein, and roofing contractors are not agents of JM.

The parties have agreed that this agreement and all related documents be drawn up in the English language. Les parties ont demandé que le contrat ainsi que toute la documentation pertinente ou matérielle soient rédigé en anglais.

\*JOHNS MANVILLE CANADA INC. ("JM") is a New Brunswick corporation with its principal mailing address at 1000-44 Chipman Hill, Saint John, N.B. E2L 4B8.

  
By: Joseph Smith  
Title: President Roofing Systems

**Addendum(s)**

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~ None ~

## Maintenance Program

In order to continue the coverage of this Guarantee, the following Maintenance Program must be implemented and followed:

1. Building Owner must notify JM Owner Services (see below) immediately upon discovery of the leak and in no event later than ten (10) days after initial discovery of the leak, time being of the essence. Failure of the Building Owner to provide timely notice to JM Owner Services of any leak is a material ground for termination of the Guarantee.
2. In response to timely notice, JM will arrange to inspect the Roofing System, and
  - (i) If, in JM's sole and absolute opinion, the leak(s) is/are the responsibility of JM under this Guarantee (see Limitations and Exclusions), then JM will take prompt appropriate action to return the Roofing system to a watertight condition, or
  - (ii) If, in JM's sole and absolute opinion, the leak(s) is/are not the responsibility of JM under this Guarantee, then JM will advise the Building Owner within a reasonable time of the minimum repairs that JM believes are required to return the Roofing System to a watertight condition. If the Building Owner, at his expense, promptly and timely makes such repairs to the Roofing System (time being of the essence) then this Guarantee will remain in effect for the unexpired portion of its Term. Failure to make any of these repairs in a timely and reasonable fashion will void any further obligation of JM under this Guarantee as to the damaged portion of the Roofing System as well as any other areas of the Roofing System impacted by such failure.
3. In the event an emergency condition exists which requires immediate repair to avoid damage to the Building, its contents or occupants, then Building Owner may make reasonable, essential temporary repairs. JM will reimburse Building Owner for those reasonable repair expenses only to the extent such expenses would have been the responsibility of JM under the Guarantee.

There are a number of items not covered by this Guarantee that are the sole, exclusive responsibility of the Building Owner. In order to ensure that your new roof will continue to perform its function and to continue JM's obligations under the Guarantee, you must examine and maintain these items on a regular basis:

- Maintain a file for your records on this Roofing System, including, but not limited to, this Guarantee, invoices, and subsequent logs of all inspections performed and repairs that are made to the Roofing System.
- Inspect your Roofing System at least semi-annually. This is best done in the spring, after the Roofing System has been exposed to the harsh winter conditions, and, in the Fall after a long hot summer. It is also a good idea to examine the Roofing System for damage after severe weather conditions such as hailstorms, heavy rains, high winds, etc.
- Since these types of Roofing Systems typically have a low slope, they are easily examined. However, care must be taken to prevent falling and other accidents. JM expressly disclaims and assumes no liability for any inspections performed on the Roofing System.

### When checking the Roofing System:

- Remove any debris such as leaves, small branches, dirt, rocks, etc. that have accumulated.
- Clean gutters, down spouts, drains and the surrounding areas. Make certain they allow water to flow off the Roofing System. Positive drainage is essential.
- Examine all metal flashings and valleys for rust and damage that may have been caused by wind or traffic on the Roofing System, and make certain they are well attached and sealed. Any damaged, loose, or poorly sealed materials must be repaired by a JM Approved Roofing Contractor only.
- Examine the areas that abut the Roofing System. Damaged masonry, poorly mounted counter flashing, loose caulking, bad mortar joints, and any loose stone or tile coping can appear to be a membrane leak. Have these items repaired by a JM Approved Roofing Contractor if found to be defective.
- Examine the edges of the Roofing System. Wind damage often occurs in these areas. Materials that have been lifted by the wind need to be corrected by a JM Approved Roofing Contractor.
- Examine any roof top equipment such as air conditioners, evaporative coolers, antennas, etc. Make certain they do not move excessively or cause a roof problem by leaking materials onto the Roofing System.
- Check the building exterior for settlement or movement. Structural movement can cause cracks and other problems which in turn may lead to leaks in your Roofing System.
- Examine protective coatings; any cracked, flaking, or blistered areas must be recoated.

### Protecting your investment:

- Avoid unnecessary roof top traffic.
- If you allow equipment servicemen to go onto the Roofing System, advise them to be careful. Dropped tools, heavy equipment, etc. can damage the membrane. Log all such trips to the Roofing System.
- Do not allow service personnel to make penetrations into the Roofing System; these are to be made only by a JM Approved Roofing Contractor.

All the terms and conditions of this Guarantee shall be governed by and interpreted in accordance with the laws in force in the Province of Ontario. Invalidity or unenforceability of any provisions herein shall not affect the validity or enforceability of any other provision which shall remain in full force and effect.

This form is not to be copied or reproduced in any manner. This Guarantee is valid only in Canada.

Owner Services  
(800) 922-5922  
E-mail: [OwnerServices@jm.com](mailto:OwnerServices@jm.com)  
[www.jm.com/roofing](http://www.jm.com/roofing)



Dear Building Owner:

Attached to this letter is the Peak Advantage® Roofing Systems Guarantee for the new roof recently installed on your building. We believe your building is now protected by one of the finest commercial roofing systems available on the market today. We appreciate the opportunity to provide you with a level of protection unmatched in the industry.

There are some things you should be aware of before you file this document away in a safe place:

1. This is NOT a maintenance agreement or an insurance policy. Johns Manville liability is strictly governed by the terms of the guarantee. If you have any questions about this Guarantee, contact Johns Manville Owner Services at the appropriate number given below.
2. You are required to perform routine maintenance on the roofing system to keep the coverage to the guarantee intact. For your convenience, a list of maintenance items is printed on the back of the guarantee.

We hope that you never experience any difficulty with your roofing system. If you do have a problem, you should contact Johns Manville Owner Services at the appropriate numbers provided. Please have the guarantee on hand so that we may more efficiently handle your inquiry.

Sincerely,

Mandy Schweitzer  
Owner Services Leader  
Johns Manville Roofing Systems  
(800) 922-5922, opt. 1  
OwnerServices@jm.com  
www.jm.com



# PROTECT YOUR JM ROOF GUARANTEE

Prevent Roofing Problems

Your Johns Marville roofing system is made of premium quality materials, and it's backed by a valuable guarantee. Both help secure your investment as a building owner, but they also rely on your commitment to responsible maintenance. Knowing when and why to inspect your roof for optimum performance is critical to a long lasting JM Roof System.

## THE RIGHT WAY TO MAINTAIN YOUR ROOF

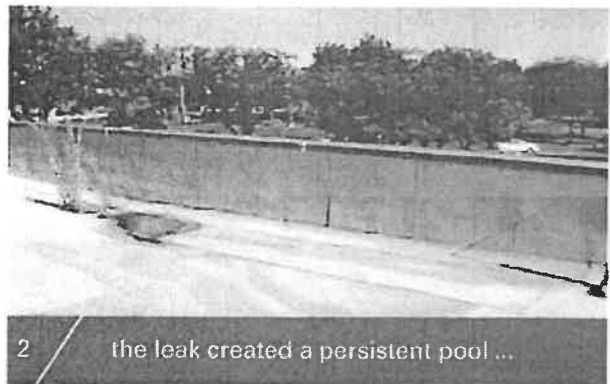
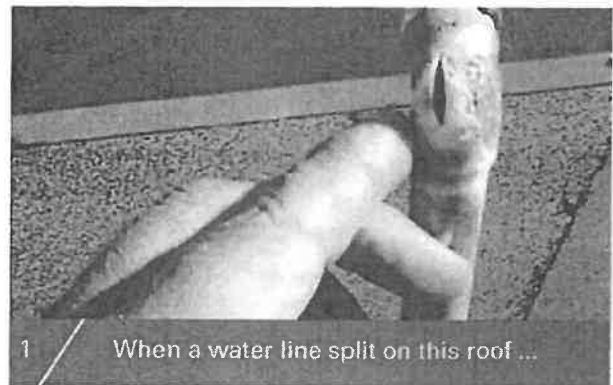
### Do...

- Perform inspections at least twice a year or as required by the guarantee. It's best to inspect your roof at the end of winter and the end of summer, when it has gone through the most thermal stress.
- Conduct inspections immediately after unusual occurrences such as heavy rains, high winds, hail, nearby fires, explosions, etc.
- Watch your roof for trouble spots, and clear away any debris or contaminants on a regular basis. This includes unclogging drains in the spring and fall.
- Establish a rooftop control policy, and keep any access doors or hatches locked.
- Keep a file of all records, inspection reports and activity related to your roof.
- Advise equipment service personnel to be careful handling tools and heavy equipment on your roof.

### Don't...

- Allow unqualified personnel to access or maintain your roof.
- Permit equipment service personnel to make penetrations into your roof. These should be handled by an approved roofing contractor.
- Power wash your roof, as it may cause unintended damage.
- Move heavy equipment across your roof.
- Puncture the membrane.

## CAUSE & EFFECT





# PROTECT YOUR JM ROOF GUARANTEE

Prevent Roofing Problems

**MAINTENANCE CHECKLIST** Below is a checklist of things to look for while on your roof. Use this as a guideline for semi-annual maintenance, and maintain the records to help ensure the integrity of your roofing system.

Building Exterior	General Condition	Inspect all areas for signs of leaks and/or deterioration.
	Walls & Roof Edge – Coping Caps or Gravel Stop, Gutter	A coping is a covering for the top of a wall that is exposed to weather. It is usually sloped to shed water to the roof. Inspect for deterioration, missing mortar and stains in walls indicating possible leaks. Check for cracking, splits and mortar integrity. Replace any damaged, loose or cracked areas. Caulk joints if necessary.
	Fascia	Inspect all surfaces for signs of leaks and/or deterioration.
Building Interior	General Condition	Inspect all areas for signs of leaks and/or deterioration.
	Walls	Inspect all surfaces for signs of leaks and/or deterioration.
	Underside of Deck	Inspect for stains, discoloration, spalled or rusted surfaces.
	Ceilings	Inspect for evidence of staining.
Field of Roof	General Condition	Remove any debris such as leaves, small branches, dirt or rocks that have accumulated.
	Surfacing	Minimize the amount of foot traffic on the roof whenever possible. Place walkway pads at roof entry areas and at rooftop equipment access panels.
	Laps	Inspect the condition of membrane laps, if applicable.
Drainage System	General Condition	Water should flow freely, unobstructed from the roof.
	Gutters, Scuppers, Downspouts, Drains	Remove any debris from inside and the surrounding areas. Make sure strainers and clamping rings are secure.
Penetration Flashings	General Condition	Inspect attachment to make sure it remains watertight. All metal work must be caulked and watertight. Only JM metal is covered by the JM Peak Advantage Guarantee.
	Base Flashing	Inspect for adequate fastening at top of the flashing. Check attachment to the substrate. Inspect vertical flashing and laps and horizontal laps at membrane.
	Counterflashing	Ensure that the counterflashing is well secured. Periodically remove and replace caulking to ensure watertight conditions. Only use commercial grade caulk suitable for rooftop application.
Roof Top Units	General Condition	All roof penetrations are prone to leaks. All units should be installed using compatible roof materials and should be properly flashed. Be sure to have a JM approved contractor assist in the installation and flashing of new rooftop equipment.
	HVAC	Check condensation lines for positive drainage and ensure they are flowing freely to roof drains. Condensation lines should rest on wood blocks or rubber supports and never directly on the roof surface. Ensure equipment is in good condition and working properly. Install protection/walkpads around perimeter of any equipment that requires periodic maintenance.
	Equipment Supports: Satellite Dishes, Signs, Antennas, etc.	Properly support all heavy equipment on vertical curbs. All vertical curbs should be properly flashed and covered with a metal cap. Use protection/walkpads below all lightweight horizontal wood equipment supports.
	Lightning Protection Equipment Flashing	Should not penetrate the roof surface. Ensure there are no overly loose or dangling cables. Ensure equipment base flashings are secure, watertight and counterflashed.
Penetrations	General Condition	Do not allow exhaust fats, petroleum or other chemicals or contaminants directly onto the roof. Contact JM if any chemicals or service fluids come into contact with the roofing system.
	Pipes and Vent Penetration Pan, Pitch Pocket	Inspect the lap at membrane and vertical lap. Ensure that the top to the flashing is secured and caulked properly. An enclosure made of sheet metal, rubber or other material used to flash penetrations through a roof system. Often a source of leaks. Must be topped-off annually with compatible sealer.
Expansion Joints	General Condition	A structural separation between two building elements that allows free movement between the elements without damage to the building or roofing system. Check for excessive movement or deterioration. Check all end laps and repair or replace lap splice as necessary. JM Expand-O-Flash expansion joints are covered under the terms of the JM Peak Advantage Guarantee.

## PEAKLIFE

Secure your property and your investment through the JM Peak Life program and get the best value for your roof system and guarantee.

Contact us at (800) 922-5922 Option 1 or [ownerservices@jm.com](mailto:ownerservices@jm.com) to learn more about Peak Life.