

# Specification Review Checklist

SFB Roofing Performance Specification Type:

Ethylene-Propylene-Diene-Monomer Roofing (EPDM)  
07 53 23

*This checklist can be used for new construction and building renewal grant projects*

Project: \_\_\_\_\_

Revised 12/29/20

Checked	Specification	Paragraph	Comments	Field Acceptance
<input type="checkbox"/>	SFB recommendation	This checklist refers to the SFB General Roofing Specification 07 30 00 numerous times which needs to be followed.		
<input type="checkbox"/>	General Roofing Performance Specification Para. 2.1.4.1	The Architect shall provide to the SFB at the first kickoff meeting or the pre-design award meeting the SFB Performance Specifications which will be used as a guideline to supplement the Architect's roofing specification before proceeding with their design. <a href="#">Performance Specification</a>	Optional: Use the <a href="#">SFB NC kickoff meeting</a> agenda form for BRG pre-design award meeting with the District's representatives.	
<input type="checkbox"/>	General Roofing Performance Specification Para. 2.1.9	Has the Architect signed their Shop Drawing review stamp?		
<input type="checkbox"/>	General Roofing Performance Specification Para. 1.2	Has a roof assessment been performed? If so, who performed this? If an assessment by the District has not been performed by others, has this Project's Architect or SFB Liaison performed their assessment in the field prior to the start of design?		
<input type="checkbox"/>	General Roofing Performance Specification Para. 1.2.5 & 6.5	<b>Has roof coring been performed with pictures?</b>		
<input type="checkbox"/>	General Roofing Performance Specification Para. 1.2.6.2	Has a pre-design award meeting with the Assessor, Project Architect, District & the SFB been held to define a direction for a scope of work?	Optional: Use the <a href="#">SFB NC kickoff meeting</a> agenda form for BRG pre-design award meeting with the District's representatives.	
<input type="checkbox"/>	General Roofing Performance Specification Para. 1.3.1	Has the Assessor provided a schedule for this project within 5 days of their notice to proceed?		

<input type="checkbox"/>	SFB recommendation	Has the Architect or Liaison verified the interior existing finishes showing signs of water infiltration from the roof?		
<input type="checkbox"/>	General Roofing Performance Specification Para. 8	Has a Structural Engineer reviewed the as found condition & scope of work prior to the start of design?		
<input type="checkbox"/>	SFB recommendation	Has a Mechanical Engineer reviewed the as found condition & scope of work prior to the start of design?		
<input type="checkbox"/>	General Roofing Performance Specification Para. 12	The manufacturer cannot be specified in the District's IFB		
<input type="checkbox"/>	General Roofing Performance Specification Para. 2.2.1	If the project requires multiple site visits within a week, this situation shall be reported to the SFB. One visit per week is required.		
<input type="checkbox"/>	General Roofing Performance Specification Para. 2.4.1	All weekly reports by the bidder's foreman or local manufacturer representative must be submitted to the Architect and the SFB. If the manufacturer's local representative is not available, a 3 <sup>rd</sup> party QA/QC representative shall be provided by the manufacturer.	Has the manufacturer been copied on these reports?	
<input type="checkbox"/>	General Roofing Performance Specification Para. 3.1.1.1	The SFB shall discuss with the Registrar of Contractors open & resolved actions with the Architect as part of the contractor's qualifications prior to award of contract.		
<input type="checkbox"/>	General Roofing Performance Specification Para. 6.2	The Architect shall provide written justification for a roof replacement or restoration in lieu of repair		
<input type="checkbox"/>	General Roofing Performance Specification Para. 9.1	All new roof installations require compliance to the minimum R/CI values found in IECC.		
<input type="checkbox"/>	General Roofing Performance Specification Para. 10.3.2	Has the existing curb heights been verified prior? Are taller curbs required?		
<input type="checkbox"/>	General Roofing Performance Specification Para. 2.1.1-2.1.7	A roof shall be determined as failed when any of the following conditions exists: loss of surface granules, visible fibers/felts, curling edges, hips & ridges leaking & failed underlayment.		
<input type="checkbox"/>	SFB recommendation	Has the Architect included the assessed deficiencies in their design package?		
<input type="checkbox"/>	SFB recommendation	Are there existing solar panels on the roof? Please refer to SFB <a href="#">Rooftop Solar Policy</a>		
<input type="checkbox"/>	EPDM SPECIFICATION 3.1-3.1.3.	The EPDM System can be used on the following slopes: low slope, transitional slope & high slope.	Per manufacturer's instructions	
<input type="checkbox"/>	EPDM SPECIFICATION	The recommended minimum slope is ¼" per unit vertical & 12" per unit horizontal		

	3.3.1.-3.3.3.	when possible. Ponding water is not acceptable.		
<input type="checkbox"/>	EPDM SPECIFICATION 8.3.1.	The EPDM System shall meet ASTM D-4637 60 mil minimum thickness with Pre-taped edges.		
<input type="checkbox"/>	EPDM SPECIFICATION 8.3.2.	The EPDM Design, Specification and installation shall provide a 20-year minimum life.		
<input type="checkbox"/>	EPDM SPECIFICATION 3.3.- 3.3.1.	A fully adhered membrane is recommended, but attachment is to be determined by the Designer.		
<input type="checkbox"/>	EPDM SPECIFICATION 8.3.9.	The EPDM System is not used for installation in Desert regions or locations.		
<input type="checkbox"/>	EPDM SPECIFICATION 8.8.4.	The EPDM System shall have a minimum 20 year no dollar limit material & labor warranty to be provided by the manufacturer.		
<input type="checkbox"/>	EPDM SPECIFICATION 8.3.5.	A 2 year minimum material & labor warranty shall be provided by the Contractor.		
<input type="checkbox"/>	EPDM SPECIFICATION 12.	Expected End of Life (EOL) for the specified EPDM roofing system should be no less than 20-years if properly maintained and inspected regularly. Note: The selection of this system should be on a project-by-project basis as it has limited application compatibility with various roofing systems.		
<input type="checkbox"/>	SFB recommendation	Has the Architect's design package been submitted to the District, Liaison and the Structural & Mechanical Engineers?		
<input type="checkbox"/>	SFB recommendation	Has this design package been reviewed by the Structural and Mechanical Engineers?		
<input type="checkbox"/>	Pre-construction	Has the Architect's roof field observation been submitted to the Liaison?		
<input type="checkbox"/>	Bid process	Has the District's procurement department received the approved design drawings and specifications?		
<input type="checkbox"/>	Bid process	Has the District advertised these documents?		
<input type="checkbox"/>	Bid process	Is the Liaison part of this procurement selection process?		
<input type="checkbox"/>	Bid process	The District shall include the requirement of payment & performance bonds.		

<input type="checkbox"/>	General Roofing Performance Specification Para. 2.1.7	Have the manufacturer's wind load calculations been included the Bid documents?		
<input type="checkbox"/>	Pre-construction	If any manufacturer misses out on the Pre-bid meeting, it's the bidder's responsibility to make sure the manufacturer visits the site so a warrant document can be provided with the bid.		

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DISTRICT NAME                      DISTRICT ACKNOWLEDGEMENT                      DATE

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SFB LIAISON NAME                      SFB LIAISON ACKNOWLEDGEMENT                      DATE

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ARCHITECT NAME                      ARCHITECT ACKNOWLEDGEMENT                      DATE