

CDE Capital Construction Division

Roof Specific Policies

Applications for roof grants require:

- Clear, specific description of scope:
 - What is the existing assembly:
 - Slope of roof structure;
 - Deck;
 - Insulation;
 - Roofing membrane;
 - Membrane attachment:
 - Mechanically attached;
 - Ballasted;
 - Adhered.
 - Age;
 - Status of warranties.
 - What is the proposed assembly:
 - Will existing membrane(s) be removed;
 - Will existing insulation be removed;
 - Type and thickness of insulation;
 - Thickness and type of membrane(s);
 - If appropriate, type of ballast;
 - Any coatings, recover boards, etc;
 - Attachment of insulation;
 - Attachment of insulation
 - Will there be a tapered insulation system or how will slope be established if the structure is flat and level.
- If application is awarded, agreement develop the grant application scope into detailed specifications and drawings, and then to comply with BEST Divisions competitive selection process for vendor(s) selection;
- If application is awarded, agreement that BEST Division may require professional owner's rep assistance (cost may be included in the grant) if the Divisions deems it appropriate;
- Identify consultant that assisted with development of specifications and scope;
- Cost must be included for an enforceable material and labor warranty from the manufacturer and installer:
 - Installer must comply with all manufacturer requirements and inspections;
 - Owner must budget and comply with all manufacturer and installer requirements to maintain warranty.
- School district, charter school, BOCES, or CSCB must include a maintenance plan and certify it will adhere to it. The plan must meet or exceed the warranty requirements;
- School district, charter school, BOCES, or CSCB must agree to plan and budget for next roof replacement.