



12/1/16

PRE-ROOFING CONFERENCE THERMOPLASTIC MEMBRANE ROOFING

1. Review of Submittals
 - a. Roof Shop Drawings, details and product data.
 - b. Sheet Metal Flashing and Trim.
2. Roof Inspection
 - a. A Final Roof Inspection is to be made by a representative of the Roof Membrane Manufacturer.
3. Provide proper storage of materials on job site. Store off ground and under waterproof covering. Insulation is to be protected from moisture and deterioration by sunlight by covering with tarps as required by Manufacturer.

The roofing adhesive is to be stored in temperatures above 40 degrees Fahrenheit.

Do not store materials in concentrated areas on roof deck.
4. Roofing Subcontractor is to inspect roof substrate and is not to proceed if not satisfied with substrate.
5. The insulation is to be butted tightly. No voids between insulation are to exceed ¼ inch maximum.
6. The insulation is to break over the flutes of the metal deck and not in the cavities of the metal deck.
- * 7. The second layer of insulation is to have staggered joints, as is the third layer. Min. layer stagger is 6" in any direction.
8. No more insulation is to be applied than can be covered with membrane in one day's work.
9. The curbs for rooftop units are to be installed with wood nailers at the same height as the insulation. The wood nailer is to extend beyond the curb approximately 1-1/2 inches, so the termination of the single-ply roofing can be accomplished.

10. There shall be no ponding of water.
11. Contractor is to seal off at the end of each day's work.
12. After the single ply membrane has been rolled into place, it is to be left flat for approximately one-half hour, so the rubberized material may return to its normal configuration.
13. Both areas of the mating material are to be cleaned per the manufacturer's recommendations. Weld side and end laps.
14. Contractor is to provide crickets at rooftop units to allow for positive drainage.
15. The Contractor is to shave down the insulation to tightly fit where changes in roof structure occur.
16. The Contractor is to shave insulation to achieve positive drainage to any roof drains. Start 36" from drains (72" sump).
17. All splicing and bonding must be made on dry surfaces.
18. The Contractor is to use factory pipe chase roof components.
19. The metal roof deck is to be clean of all debris, dust and dirt. Work shall not start until the deck is checked for dryness at the beginning of each day. Work will be stopped if the deck is found wet.
20. Secure roof insulation to deck substrate with type and spacing of anchors to meet the Class IA-90 wind-uplift rating. 70 MPH winds
21. Install additional layer of roof membrane material, loosely applied below roof walkway pads, downspout splash blocks, and any deck paver pedestal.
22. Provide stainless steel or alum. Termination bars, 1"x1/8" at parapets.
23. All flashing is to be installed per the details and manufacturers requirements. Flashing shall be installed at high wall, low roof location with weeps and vents at top of roof flashing and cavity wall flashing.
24. Install gutters, scuppers and supports as detailed. Gutters to be below line of roof approx. 1" to prevent ice damage.
25. For sheet metal flashing and trim, space expansion joints maximum 10'-0" and 2'-0" from corners and intersections.
26. Exposed fasteners not permitted on faces of sheet metal trim exposed to public view.
27. Coordinate roof penetrations with other subcontractors. All roof openings shall be made by the roofing subcontractor.

28. Final review of the roof is to be by the manufacturer, Sherman-Carter-Barnhart representative and the General Contractor are to be present for final review.
29. Roofing subcontractor shall attend monthly progress meetings until roof work is complete.

* Safety Per More's requirements