



Account & Contact Information

Customer/Account	Village of Cottage Grove	Site Contact	Eric Lang
Site Phone	(608) 839-5813 📞	Site Address	4030 County Hwy N Cottage Grove, WI 53527
Email		Site Phone	(608) 839-5658
Site Fax			
Billing Address	221 E. Cottage Grove Rd Cottage Grove, WI 53527		

Work Details

Work Order Number	RC00101318	P.O. Number	
Assigned Roof Care Specialist	Brady Boland	Date Completed	9/11/2020

Current Roof Summary

Site System	Ballasted	Service Interval	Semi-Annual
Site Deck		Service Level	Original
Square Feet	16344	Cost Per Visit	\$600.00
New Overall Roof Condition Grade	C = 5-7 years of life expectancy	Annualized Original Plan Cost	\$1,200
Roof Care Plan Needed	<input checked="" type="checkbox"/>		

Inspection Report Information

Record Type	Description	Comments	Location	Quantity	Units
Base flashing				6	
Debris on roof				multiple	
Drain				8	
Pipe boot				2	
Field membrane				4	

27 Point Inspection Details

1. Reported Leak	Repair	15. Pitch Pan	ok
2. Wall Construction	ok	16. Skylight	N/A
3. Wall Flashing	ok	17. Expansion Joint	ok
4. Base Flashing	repair	18. Gravel Stop	ok
5. Counter Flashing	ok	19. Termination Bar	N/A
6. Field Membrane	repair	20. Coping	ok
7. Debris On The Roof	clean	21. Drain	clean
8. Roof Top Unit	ok	22. Scupper	ok
9. Fan/Vent	ok	23. Gutter	N/A
10. Soil Stack	ok	24. Drip Edge	ok



11. Flue Pipe	ok	25. Previous Patch	ok
12. Pipe Boots	repair	26. Portal	ok
13. Other	N/A	27. Roof Hatch	ok
14. Walkway Pads	OK		

Recommendations

Recommendations
and Other
Comments

This is a repair proposal and a quarterly maintenance program for this building.

Recommended Repairs will consist of

- on roof system and checking all counter flashing and other flashes.
- Make repairs to all openings and seal all cracks sealants.
- Will also do a quarterly maintenance to keep up on all repairs and extend the life of the roof system.

Any questions or concerns please contact me at [224-769-1263](tel:224-769-1263) thank you

Cost for Repairs	\$2,910.00
Cost for Semi annually Roof Care Plan	\$1,200 Annually
(\$600 Per Service Visit)	
 Total Cost of NIR Roof Care Plan	 \$4,110.00
(Repairs & Service)	

NIR Roof Care Plan

1. NIR Roof Care Plan® shall furnish and include:
 - a. A Certified NIR Roof Care Specialist® in their Mobile Service Unit (MSU) with the materials, tools and equipment necessary to perform a comprehensive, 27-point maintenance inspection and minor repairs on intervals of your choosing.
 - b. A detailed condition report and a minimum of three (3) photos will be submitted to the Building Owner/Representative following each service visit.
 - c. Services included during visit depending on your roof type:
 - Cleaning of drains; inspect drain components and tighten drain bolts as needed
 - Removal of miscellaneous roof debris.
 - Repair minor deficiencies found on flashings, around roof penetrations and parapet walls, including soil stacks, skylights, curbs and vents
 - Repair deficiencies found on field membrane
 - Inspect mechanical equipment on roof & reporting observed deficiencies
 - Provide a written report on the condition of the roof area
 - Provide photographs of repairs made and other areas of concern
 - Provide a written estimate for any repairs not covered in this agreement
 - Identify any and all issues covered under existing roof warranty – if applicable
 - Priority Emergency Services will be provided as a NIR Roof Care Plan® customer
- NIR Roof Care exclusive mobile Application accessible for customer portal, may be used for viewing

and requesting services.

- d. All repairs required beyond minor maintenance items will be described on a NIR Roof Care Proposal and submitted to the Representative for authorization prior to work being performed.
 - e. Priority Emergency Services will be provided as a NIR Roof Care Plan® customer.
2. Termination of Agreement:



a. Notwithstanding anything in this Agreement to the contrary, the Representative of your company or NIR may terminate this Agreement by giving sixty (60) days written notice thereof to the other party, and may terminate immediately upon the sale of the property. Prior to this notification of cancellation, the Representative shall provide NIR with a fifteen (15) day cure period to resolve any issues or concerns.

3. Pricing Structure:

The term of this Agreement shall begin on the date authorized and expire one (1) year thereafter. Thereafter this Agreement shall automatically renew for additional one (1) year periods until terminated. A price adjustment may be made at the time of renewal based on the change in the Consumer Price Index, not exceeding 5% of the total value of this Agreement. The Agreement can be reviewed by the Representative of your company and NIR to restructure the overall pricing and service interval if both parties agree to terms. Notification shall be 60 days for amendment.

b. NIR reserves the right to suspend this contract in the event of non-payment by providing notification to the Representative of your company.

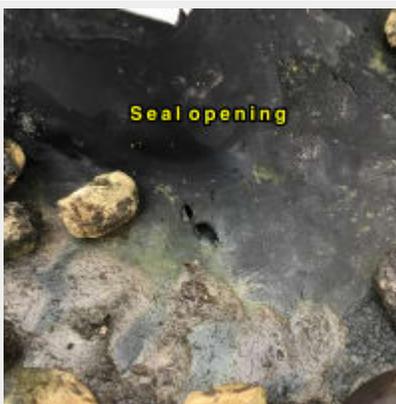
Contract Price by \$2,910.00
RCS

This is your service report, not your invoice.
An invoice along with a copy of this report will be submitted to your AP contact on file.
For billing questions, contact accounting@nir.com

NIR Roof Care Plan Photos

Title	Image Thumbnail





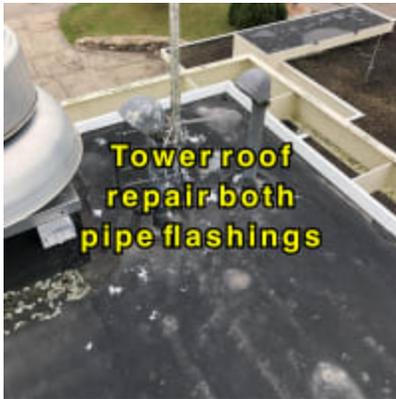




Seal all openings



Tower roof hatch and pipe flashings



Tower roof repair both pipe flashings



Seal cracked sealant





"Your Roof's Care is our Concern"

Payment Policy: Payment due upon completion.

All prices are subject to change without notification at NIR's sole discretion based on materials and labor cost increases. The price changes will be reflected in the subsequent customer invoice.

We occasionally run promotion prices as incentives or limited time opportunities for qualifying purchases made during the promotional time period. Due to the time sensitive and promotional nature of these events, we are unable to offer price protection or retroactive discounts or refunds for previous purchases in the event of a price reduction or promotional offering.

[We strive for great customer service! Tell us how we're doing and you could win in our monthly drawing!](#)

<http://nir.com/customer-satisfaction-survey>

The best compliment you can give us is a referral. Know who could use our expertise? [Let us know here! \(http://nir.com/referral/\)](http://nir.com/referral/)

Customer Signature

Signature

Signed By

Date