

TO: Mayor and City Council

FROM: Dan Howard, Public Works Director

SUBJECT: Roof Inspection Reports

MEETING DATE: Tuesday, September 7, 2021

BACKGROUND

Merit Contracting performed roof inspections on 3 buildings at the Wastewater Treatment Plant. Included in the inspection report is a quote for immediate repairs needed, and life extension repairs needed. Immediate repairs are deemed as necessary due to defects that are open, currently leaking, or are likely to leak in the next twelve months. Life extension repairs are those that would extend the life of the roof, defer capital, or are in monitor status. Building 1 needs \$353 in immediate repairs and no life extension repairs. Building 2 needs \$464 in immediate repairs and no life extension repairs. Building 3 needs \$229 in immediate repairs and no life extension repairs. The quote of \$235 to repair leaking gutter seams on building 2 seems excessive and is something the Public Works staff can tackle. This would bring the total of immediate repairs needed for the 3 buildings to \$811 vice \$1,046.

REQUESTED COUNCIL ACTION

Motion and approval to move forward with the immediate roof repairs needed at the 3 facilities for a total of \$811 as recommended by the Public Works Commission.



August 26, 2021

Dan Howard
City of Cannon Falls
918 River Rd
Cannon Falls, MN 55009

RE: Roof Inspection Report

Location: City of Cannon Falls WWTP
825 Cannon River Ave
Cannon Falls, MN 55009

Dear Dan,

Our Inspector completed a visual roof inspection at the Cannon Falls Wastewater Treatment Plant on July 20, 2021. The focus was on the general condition of the roof systems and documentation of any Immediate and Life Extension repairs, providing the opportunity to maintain and extend the life of the roofs.

Defect Definitions:

- **Immediate Repairs:** Defects that are open, currently leaking, or are likely to leak within the next 12 months. Issues that require immediate attention.
- **Life Extension Repairs:** Defects that extend the life of a roof, defer capital, or are in monitor status.

Roof Conditions and Estimated Remaining Service Life

*Note: Estimated remaining service life is based on completing recommended Immediate Repairs and regular maintenance.

- **Buildings 1-3:**
 - **Type:** Ballasted EPDM
 - **Condition:** All roofs are in satisfactory condition.
 - **Estimated Remaining Service Life:** 5-8 Years

Roof View

825 Cannon River Ave, Cannon Falls, MN 55009



Roof Inspection Defects

- 1) **Defect:** Membrane Flashing Unbonded
Repair: Install EPDM Patch
Building: 1

Units: 2
Repair Type: Immediate
Repair Cost: \$353.00



- 2) **Defect:** Membrane Flashing Unbonded
Repair: Install EPDM Patch
Building: 2

Units: 1
Repair Type: Immediate
Repair Cost: \$229.00



3) **Defect:** Gutter Seams Leaking
Repair: Install Seam Sealer
Building: 2

Units: 2
Repair Type: Immediate
Repair Cost: \$235.00



4) **Defect:** Membrane Flashing Unbonded
Repair: Install EPDM Patch
Building: 3

Units: 1
Repair Type: Immediate
Repair Cost: \$229.00





Cannon Falls WWTP – Roof Repairs:

- **Immediate Repairs:** \$1,046.00 _____
- **Life Extension Repairs:** None

*Note: Please mark the line to indicate option accepted.

Conducting proper Immediate and Life Extension repairs to your roof system right now will greatly reduce the potential of a defect producing a leak in the future, extending the serviceable life of your roof and enhance the value of the original investment.

Please feel free to contact myself with any questions. We look forward to servicing all of your roofing needs now and into the future.

Sincerely,

Laura Sheehan
Inspection Manager
(507) 780-0116
laura@meritquality.com

4661 Hadley View Court NE • Rochester, MN 55906 • p: 507.281.4317 • f: 507.281.4689 • meritquality.com

Note: Unless specifically noted in the scope of work, all hazardous materials encountered during proposed work, are the sole responsibility of the building owner. Disclosure of electrical conduit location in roof system or directly under deck is sole responsibility of owner.

Conditions: This proposal includes only such items as specifically mentioned herein. Prices are subject to change without notice and are subject to acceptance within 30 days. All arrangements are contingent upon strikes, fires, accidents or other delays beyond our control.

Terms of Payments: On work started & completed within the calendar month, terms shall be net payable upon completion. Contracts that are carried month to month shall be payable as follows: On the 10th of each month, 90% of the value of all materials and labor furnished during the preceding month shall be due and payable and the balance upon completion of the contract. A finance charge of 1-1/2% per month will be due on all unpaid balances after 30 days. In the event of a failure to pay by the individual or entity signing this proposal, Merit Contracting, Inc. in addition to all other remedies available in law or equity, shall be entitled to recover all costs and attorney fees incurred in pursuing payment or collection for any work performed pursuant to this agreement.

Dated: _____

Accepted By: _____

Signature: _____

Respectfully submitted

By: _____

Merit Contracting, Inc.

A handwritten signature in blue ink, appearing to read "Laura Sheehan", is written over the signature line and extends slightly into the company name area.