COMMERCIAL ROOFING ADVISORS

AMERICA 250

COMMERCIAL ROOF REPAIR

ROOF DRAIN AND EPDM REPAIR

Convenience-store drain and EPDM repair

Farmingville, New York

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PROPOSAL

#CRA-2026-0929-01 / September 29, 2026

commercialroofingadvisors.com

Proposal Letter

September 29, 2026

Farmingville, NY

Dear Team,

Commercial Roofing Advisors is pleased to propose roof drain clearing and localized EPDM repair at the property listed above. Our work will address debris and standing water at the drain, then allow inspection of the nearby roof surface once it is dry enough to assess.

The proposed scope includes removal of the existing drain basket for access, removal of debris at the roof drain, drain snaking if needed to restore positive drainage, and localized EPDM patching as needed over the reported leak area. Patching will use compatible EPDM cleaner, primer, and contactable cover tape, with seams rolled to establish a watertight bond. Roof-related debris generated by this work will be removed from the site.

The lump-sum proposal amount is . We can target September 30, 2026 for the work after written approval, subject to crew availability, site access, suitable weather, and a dry roof surface for the EPDM repair. The following pages describe the work and site conditions to be confirmed before mobilization. The accompanying photographs document the roof and interior conditions associated with this proposal.

We appreciate the opportunity to assist and are available to coordinate access and review the scope.

Sincerely,

Josh Tabor
Operations Manager
Commercial Roofing Advisors
commercialroofingadvisors.com

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Project Scope

Project Site

, Farmingville, NY .

Included Work

- Remove the existing roof drain basket to access the drain opening.
- Remove debris around the roof drain and clear the immediate drain area.
- Snake the drain if needed to establish positive drainage from the roof.
- After the roof surface dries, inspect the area over the reported interior leak.
- Patch localized EPDM membrane areas as needed using contactable EPDM cover tape. Clean and prime the patch area and roll all sealed edges with a steel roller.
- Remove roof-related debris generated by the described work from the property.

Site Conditions

The accompanying photographs show standing water at the roof drain and interior conditions near the reported leak. The precise leak path and patch limits will be confirmed during the roof inspection after the surface dries. The photographs are a record of observed conditions and do not establish a measured repair quantity.

Coordination

Roof access, work area protection, drain access, and timing will be coordinated with the property's authorized representative before work begins. Any condition requiring work beyond the described localized repair will be documented and proposed separately for written approval.

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Pricing and Proposal Basis

#	Proposal Item	Amount
1	Roof drain clearing, conditional snaking, localized EPDM inspection and cover-tape patching, and roof debris removal as described.	
	Total Lump-Sum Proposal	

Proposal Basis

- The price covers the described localized drain and EPDM repair work at the stated site.
- Drain snaking is included if needed to restore positive drainage during the described work.
- Final patch limits will be established after the roof surface dries and can be inspected.
- September 30, 2026 is the target work date after written approval, subject to crew availability, access, weather, and a dry roof surface. Payment terms will be confirmed in writing before mobilization.

Assumptions

- Safe roof and drain access will be available at the agreed work time.
- The existing drain and EPDM roof assembly can be serviced using the described methods.
- Work is subject to suitable weather and a dry roof surface for membrane preparation and patching.

Not Included Unless Authorized in Writing

- Drain or piping replacement, concealed blockage repair, or modifications beyond conditional snaking.
- Broad roof replacement, wet insulation or deck replacement, or work outside the localized repair area.
- Interior ceiling, finish, fixture, inventory, or water-damage restoration.
- Unrelated roof defects discovered after water recedes or additional leak sources beyond the reported area.

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What You Need to Know

Commercial Roofing Advisors would like to thank you for choosing us. We hold ourselves to the highest standard while assisting with the work described in your proposal.

During the Restoration of Your Property

Noise will be a constant; please expect pounding from hammers and other tools. Remove all loose items from shelves, walls, cabinets, and other areas.

If required, waste containers and materials will be placed in a designated staging area coordinated with the property's authorized representative. Any alternate arrangements must be documented in the agreement.

Site Conditions That Are Hidden

Some plumbing, electrical, heating, and A/C companies, as well as builders and remodelers, will install their wiring and/or tubing in areas that expose them to damage and may cause them to be damaged during the restoration process. Commercial Roofing Advisors is not responsible for any damage to those items if the company that installed those items did not properly install and/or protect them from potential damage.

Commercial Roofing Advisors will only perform those repairs that are written/listed on the contract. There are no verbal agreements; therefore, no work will be done from verbal agreements.

Client's Initials: _____

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Additional Information

1. This proposal is for completing the order as described. This proposal is based on Commercial Roofing Advisors' evaluation and does not include additional labor which may be required should any unforeseen problems arise after work has commenced. No verbal agreement will be honored.

2. Any modifications to the terms and conditions of this contract must be in writing and approved by Commercial Roofing Advisors.

3. Any amendments to this agreement must be in writing, dated, signed, and approved by Commercial Roofing Advisors.

4. Commercial Roofing Advisors is not held liable for any damages during the fulfillment of the order unless directly caused by Commercial Roofing Advisors.

5. All project commencement and completion dates are variable due to weather or any condition preventing production. Commercial Roofing Advisors is not held liable for delays beyond Commercial Roofing Advisors' control. Commercial Roofing Advisors is not held liable for the failure of performance due to labor issues, strikes, weather, inability to obtain materials from usual sources, or any other circumstances beyond the control of Commercial Roofing Advisors.

6. The client is responsible for any hazardous condition or materials and shall notify Commercial Roofing Advisors of the presence of any hazardous condition prior to the commencement of the project.

7. Commercial Roofing Advisors is not responsible for ensuring satellite dishes are functional in signal upon completion of the project.

8. The work stated on the contract is the full extent of the work contracted.

Client's Initials: _____

Commercial Roofing Advisors

Acknowledgement: _____ Date: _____

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Site Photographs

The following 25 photographs accompany the roof drain and leak repair scope. They document visible conditions; repair limits will be confirmed on site.



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

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Site Photographs (continued)



Photo 06



Photo 07



Photo 08



Photo 09

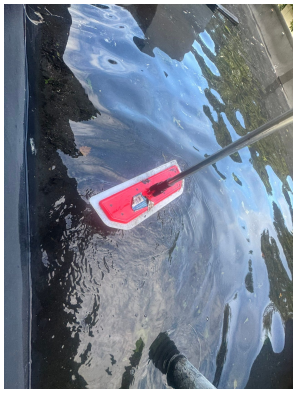


Photo 10

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Site Photographs (continued)



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15

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Site Photographs (continued)



Photo 16

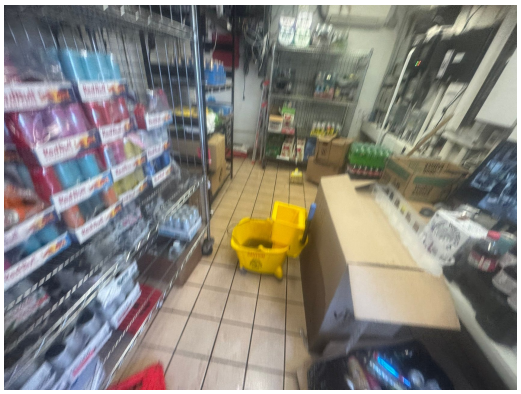


Photo 17



Photo 18



Photo 19



Photo 20

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Site Photographs (continued)



Photo 21

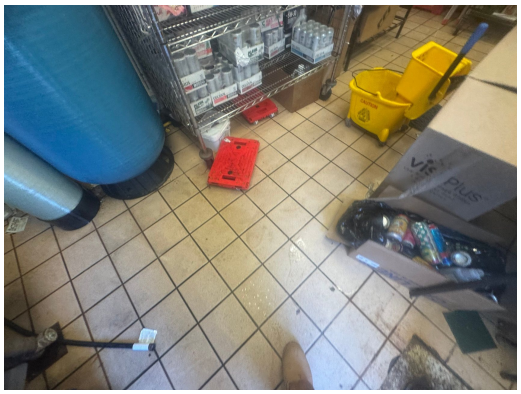


Photo 22



Photo 23



Photo 24



Photo 25

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Acceptance and Authorization

By signing below, the parties acknowledge and accept the scope, proposal basis, assumptions, exclusions, client information, additional information, and lump-sum amount described in this proposal. Work may be scheduled after written acceptance and final coordination of access, field conditions, schedule, and payment terms.

Project	Proposal Amount
Roof Drain Repair -	

Proposal Number: CRA-2026-0929-01

Proposal Date: September 29, 2026

Project Site: , Farmingville, NY

ACCEPTED BY CLIENT

Signature

Printed Name / Title

Date

ACCEPTED BY CONTRACTOR

Signature

Printed Name / Title

Date

Commercial Roofing Advisors
commercialroofingadvisors.com

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