

[Change these specifications as needed. Use this sample proposal at your own risk. This is a simple, general proposal and is not meant to be a comprehensive proposal for all situations or projects. If in doubt, have your attorney review all proposals prior to signing.]

**Name of Project:**

**Address of Project:**

**Client:**

**Contractor:**

Expected approximate date of commencement of project:

Expected approximate date of completion:

WE (CONTRACTOR) HEREBY PROPOSE TO FURNISH LABOR AND MATERIALS – COMPLETE IN ACCORDANCE WITH THE SPECIFICATIONS BELOW:

#### PART 1 – DESCRIPTION OF WORK

- A. Contractor will furnish all permits, labor, materials, equipment, apparatus, tools, transportation and services necessary for, and incidental to, the proper installation and completion of a slate roof on the project named above. This work will include removing and disposing of existing roofing; installing underlayment; installing new flashings as specified below; and installing new roofing slate to cover the entire roof area as indicated in the attached Roof Plan Sketch, to leave a very long term, damage resistant, weatherproof roof.
  - 1. Approximate number of squares of slate to be installed is:
  - 2. Areas where flashing is to be replaced (list all pertinent areas such as chimneys, valleys, ridges, plumbing vents, step-flashings, dormer aprons or top-flashings, etc. Add additional lines, or attach additional sheets, as needed):
- B. Low-slope roof replacement (if applicable):
- C. All roofing work shall be executed such that the building is protected from water penetration.

#### PART 2 – QUALITY CONTROL

- A. Contractor shall use workmen who are trained and experienced in laying slate, installing metal flashing, and all other skills needed to satisfactorily complete the project as specified. Contractor shall keep the building weatherproof, and make every reasonable attempt to complete the project on schedule.
- B. Contractor shall make certain that the surfaces to which the roof slates are to be applied are in a suitable condition for this application or that they have been repaired to a condition satisfactory for slates.
- C. Contractor shall guarantee all material to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from these specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control.

PART 3 – MATERIALS

A. ROOFING UNDERLAYMENT

Contractor will provide a 30-pound felt underlayment to be installed half-lapped, with 1-inch galvanized roofing nails, or other suitable fasteners, over existing or repaired roof sheathing prior to the installation of the slate roofing. Along the bottom 36 inches of the roof at the eaves, contractor will install the slate with a minimum 4 inches of headlap to provide greater ice-dam protection. *[Note: Headlap requirements vary with slope! Check the SRCA Installation Guidelines for the details.]*

B. SHEATHING REPAIR OR INSTALLATION

All roof decking (sheathing) installation, repairs or replacement will be completed using decking material the same as, or similar to, the existing decking material, but not to include laminated or glued woods. If existing roof decking has deteriorated in areas and must be replaced prior to the installation of the new slate, such replacement will require the additional charge of \$XX/square foot of replaced roof sheathing. If installing over glued wood products, solid glue-free wood nailing battens will be screwed directly into the rafters over the existing sheathing as a substrate for the slating nails.

C. NAILS AND FASTENERS

All nails, screws, and flashings used for the work shall be galvanically compatible. For installing new standard-thickness slate, hard, smooth-shank copper roofing nails will be used, 11-gauge, minimum 1.25 inches long. *[Note: thicker slates require longer nails. Some large slates may require four nails per slate.]*

D. FLASHING

1. All flashing shall be [minimum 16-ounce copper].
2. Valley flashing will be minimum 20-ounce, partially hardened copper, minimum 16 inches wide, leaving an exposed valley width of 6 inches. Valley metal is to underlap the slates by a minimum five inches. *[Note: Some valleys are closed and have no exposed metal.]*
3. Ridge flashing will be minimum 16-ounce copper, fastened with 2.5 inch gasketed copper or gasketed stainless steel smooth-shank or ring-shank nails on maximum 14-inch centers (every slate), or with concealed copper cleats, clips, or straps on maximum 28-inch centers (every other slate).
4. Step flashings, chimney flashings and dormer aprons will be minimum 16-ounce copper.
5. Flat-lock soldered copper roofing will be minimum 20-ounce, partially hardened copper.
6. All copper is to be uncoated "red" copper.

E. SLATE

1. Slate shall be S1 Grade, [XX variety] slates, free of defects, with punched rather than drilled nail holes. The slates will be blended from all pallets at once during installation. *[Note: Some installation styles require a blend of slate sizes and/or varieties.]*
2. All slate shall be from the same source, or sources: XX

Slate shall be laid with a minimum 3-inch head lap. Head lap will not be decreased, but will be increased to 4 inches along the bottom 3 feet of the roof at the eaves (measured vertically). Sidelaps will be maintained at a minimum of three inches, if possible. *[Note: headlap requirements vary with slope!]*

3. Slate shall be hard, dense, sound rock of uniform thickness, approximately 3/16 inch to ¼ inch thick, with square corners. *[Note: Different shapes slates may be used.]*
4. Eave slates shall be laid to provide a 1.5 inches projection beyond the furthest extent of the drip edge. The rake edge (gable end) slates shall extend 1 inch beyond the edge.

#### PART 4 – EXECUTION

##### A. INSPECTION

The contractor shall inspect all surfaces prepared for slating. Surfaces shall be sound and free of all defects that may cause damage to roofing felt, flashing and slate. Any defects in the decking shall be corrected prior to installation at an additional charge of \$XX/square foot of replaced decking. *[Note: if the decking is sub-standard, such as ½ inch OSB or plywood, you can and should refuse to install slate on it. The roofer can be held legally responsible otherwise, even if the architect has specified these decking materials. Alternatively, you can install minimum ¾ inch thick solid wood nailing battens over the sub-standard decking as long as it's screwed or nailed directly into the roof rafters.]*

##### B. INSTALLATION

1. Underlayment *[Note: breather underlayments are recommended.]*
  - a. A double layer (half-lap) of [30 pound felt] underlayment will be installed over all deck sheathing prior to slate installation.
  - b. Underlayment will be laid in horizontal layers with the joints lapped toward eaves or drains at least 2 inches, and ends overlapping at least 6 inches.
2. Slating
  - a. Slates are to be standard [or X] thickness, X inches wide by X inches long, [type] from [source] Quarry.
  - b. All standard slates will be fastened with two, copper, 11-gauge smooth-shank roofing nails, [1 ½] inches long.
  - c. All standard field slates will be installed with a [3-inch] headlap following chalk lines marking the top edge of each course of slates.
  - d. Each course will break joints laterally by a minimum of 3 inches, if possible, with the underlying or overlying course.
  - e. Slates at the eaves shall be doubled by using a starter slate or under-eave course that is canted approximately [3/8 inch] by a solid, glue free wood cant strip, or a copper or stainless steel drip edge in which a cant has been formed. *[Note: thickness of the cant is dependent upon the thickness of the slates. Standard thickness slates use a 3/8 thick inch cant.]*

- f. The first course of slate will be laid over the slate starter course so that the drip edges of both courses align.
- g. The starter course will be laid back side facing up to allow the edge bevel to merge to a point with the edge bevel of the first course (which is laid back side facing down, as are all other slates on the roof, except the starter course).
- h. Slates will be neatly fitted around any pipes, ventilators, and other roof penetrations. Slates overlapping sheet metal shall have the nails placed to minimize puncturing the metal.
- i. Slating nails will not be driven in so far as to produce an excessive strain on the slates and will instead be driven to a depth such that the nail heads lie within the counter-sunk nail hole and do not rub excessively against the overlying slates.
- j. Any exposed nail heads will be sealed with a construction grade, clear or matching caulk/sealant. Exposed non-matching caulk will be sprinkled with slate dust while still wet to better match the roof.
- k. Contractor will make all reasonable efforts to avoid walking on the slates during the installation process. Upon completion, all slate shall be sound, unbroken, uncracked, whole and clean, showing no exposed roof cement.
- l. Individual slates that must be installed in the field of the roof after the installation is complete, such as where a roof bracket has been removed or where a repair has been made, will be installed using stainless steel or copper slate hooks.

D. CLEANING UP

- a. Tools, equipment, surplus materials, slate scraps, and debris resulting from the slate roof installation will be organized and cleaned up, or removed and disposed of by contractor, daily.
- b. It is possible that dust and dirt may infiltrate into the attic space during installation or removal of roofing slate. Building owner is advised to remove any valuable items from the roof or attic spaces or to cover such items with plastic, tarps, or other suitable covering. Contractor will not be held responsible for cleanup of attic areas or any other interior areas.

PART 5 – PAYMENT

- A. An advance payment in the amount of [X%] will be provided to the contractor at least [X amount of time] prior to the commencement of the work. A progress payment of [X%] will be provided to the contractor at [X%] completion. The balance of [X%] will be paid promptly upon full and satisfactory completion of the work.
- B. Payment for the slate roofing work will be a total of \$XX, plus any additional costs for repair of roof sheathing (@XX/square foot), including all labor and materials.
- C. Payment for the flat lock soldered copper roofing will be \$XX, including all labor and materials.
- D. Total cost for the project is \$XX

PART 6 – INSURANCE

Contractor will carry General Liability Insurance and Workers' Compensation Insurance and will provide Certificates of Insurance to Client prior to the execution of any work, upon request.

PART 7 – WARRANTY

Contractor unconditionally warrants all materials and workmanship for a period of five years. Any defects in the materials or workmanship will be repaired or replaced, at the discretion of Contractor, at no cost to the Client. Damage to the roof from other persons or from severe weather events including, but not limited to, hail, ice, snow, wind, lightning and other "acts of God," are not included in the warranty.

Authorized Signature (Contractor) \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within thirty (30) days.

PART 8 - ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED:

Signature (Client): \_\_\_\_\_ Date: \_\_\_\_\_