

EPDM Repair Estimate Worksheet

RECORD THE CONDITIONS BEFORE COMPARING THE WORK

Use this worksheet to organize a conversation with your roofing contractor. Do not access the roof without appropriate authorization, training, and safety measures. Interior stains alone do not establish the roof entry point.

Property / building contact / date

Where does water appear inside? When did it start, and under what weather?

Existing roof: age, manufacturer, membrane, prior coatings or repairs (if known)

Records available: warranty, roof plans, repair photos, equipment service history

Operations: tenant hours, sensitive equipment, roof access, on-site contact

Before work: Ask what temporary protection is needed, what remains uncertain, and whether the existing warranty requires notification or authorization. Keep people and equipment away from active leaks or unstable ceiling areas.

EPDM Repair Estimate Worksheet

COMPARE TWO WRITTEN PROPOSALS

Enter the contractor and proposal date above each column. Ask for clarification wherever a scope is missing or uncertain.

What to compare	Proposal A	Proposal B
Contractor / date		
Observed defect and photo location What is documented; what is still uncertain?		
Repair boundary and preparation Areas included and excluded		
Material compatibility Existing EPDM, earlier patches or coating		
Moisture / concealed conditions Evaluation included; additional-work approval		
Access and business coordination Tenants, equipment, staging, weather plan		
Price, allowances and exclusions Compare the same scope before totals		
Closeout and warranty terms Photos, work record, product / workmanship terms		

Decision notes: What is included in one proposal but absent from the other? What needs written clarification before approval?