



PREVENTIVE MAINTENANCE SERVICES

Garland/DBS, Inc. specializes in roof asset management services through their Dry Zone® program. Included in this DBS will develop a list of maintenance items and pricing of a preventive maintenance plan for you. Garland/DBS, Inc. will provide site specific quotes for maintenance. You will not pay pre-established, standard maintenance rates that include products and/or services that you may or may not receive. Once completed, the Dry Zone will assist in ensuring the performance and longevity of your roof.

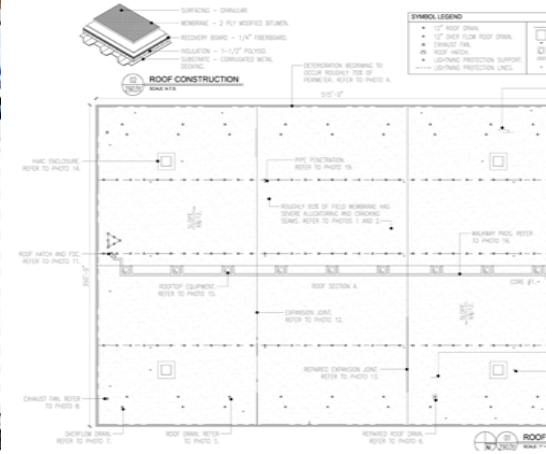
- Labor is competitively bid to local, qualified contractors
- An annual budget for preventive maintenance is established
- Two annual visits are standard, but the program can be customized to suit the customer's needs
- All preventive maintenance and repair work is captured on the Dry Zone database for future reference and budget planning; Additional repairs above "not to exceed" amounts are presented for approval

Work Order: Repair FED EX WO: 20120820187	
Details	
Title / Description:	FED EX WO: 20120820187
Status:	Incomplete
Category:	Roof
Action Year:	2012
Proj. Cost:	\$2,000.00
Repairs	
First Name:	John J.
Last Name:	Campbell
Company:	John J. Campbell Co. Inc.
Office Phone:	901-372-8430
Title:	
Mobile Phone:	
Email:	service@campbellroofing.com
Notes:	
Scope of Work	
FED EX WO: 20120820187	
Replace the damaged chingles on the roof of the book in the new input ultra hails. Non emergency.	

Work order report - Track work from start to finish with costs and details.



Work Order ID	Type	Status	Description	Priority	Assigned To	Created Date
1001	Roof	Open	Inspect and clean roof drains	High	J. Smith	2017-08-15
1002	Roof	In Progress	Repair damaged flashing at parapet	Medium	M. Jones	2017-08-16
1003	Roof	Completed	Remove debris from roof surface	Low	L. Brown	2017-08-14
1004	Roof	Open	Check and secure clamping rings	Medium	K. White	2017-08-17
1005	Roof	Open	Re-caulk metal flashings	High	H. Black	2017-08-18
1006	Roof	Open	Inspect roof membrane for splits	Medium	I. Green	2017-08-19
1007	Roof	Open	Repair minor membrane holes	Medium	O. Red	2017-08-20
1008	Roof	Open	Dispose of debris from maintenance	Low	P. Blue	2017-08-21
1009	Roof	Open	Take photos of roof condition	Low	R. Yellow	2017-08-22
1010	Roof	Open	Update work order tracking system	Low	S. Purple	2017-08-23



PREVENTIVE MAINTENANCE WORK ORDERS INCLUDE:

- Cleaning roof drains, gutters, and through-wall scuppers
- Cleaning roof surfaces of debris so the roof system will drain freely
- Checking and securing clamping rings on drains and stacks
- Repairing drain covers that appear to be damaged or malfunctioning
- Re-caulking any metal flashings that appear to have splits or voids
- Reworking pitch pans that appear to have splits or voids
- Re-securing flashings that appear to have pulled away or been broken from the substrate
- Repairing parapet walls and coping joints that appear to have splits or voids
- General observation of the field of the roof
- Repairing minor membrane splits, voids, or holes
- Proper disposal of all debris and refuse that has been collected throughout preventive maintenance servicing
- Photo logs to help visually verify the services performed
- The work order tracking system will be inclusive of work order reminders and work order history to assist in tracking the work performed



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Schedule
 Contract GS-07F-0130K

Certified Installer for Installation Services
 on The Garland Company's GSA Schedule.

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08/17