



GROVE ROOFING
— SINCE 1870 —

August 24, 2026

Town of Pendleton
6570 Campbell Boulevard
Lockport NY, 14094

RE: Metal Roof Repairs

In accordance with your request, we wish to enclose the following proposal for roof repairs. We know you asked about the leaking vent pipe but we noticed several other issues with the roof penetrations and piece in metal panels. Our proposed scope of work is as follows:

- Job mobilization, setup and work procedures in strict accordance with OSHA requirements
 - *Safety is our number one priority and our insurance rating is among the best in the industry*
 - *Safety meetings are conducted on a daily basis and the job will also be audited by our Safety Consultant*
- Install a new roof vent cap, provided by Owner
- Install and provide a new pipe boot, which requires ±25 screws
- Seal two curbs which are missing metal
- Seal two metal panels which were installed after initial construction, likely covered an old curb
- Install two clamping ring on two vent pipes which were missing
- Clean part of gutter near front entrance
- Screw down loose hip metal
- Remove debris and seal open gap at the bottom of valley, facing the West parking lot

The following are **not** included in our quotation:

- Deck repair or replacement
- Lawn repair
- Unforeseen conditions | phased construction | irregular work hours | snow removal or winter work

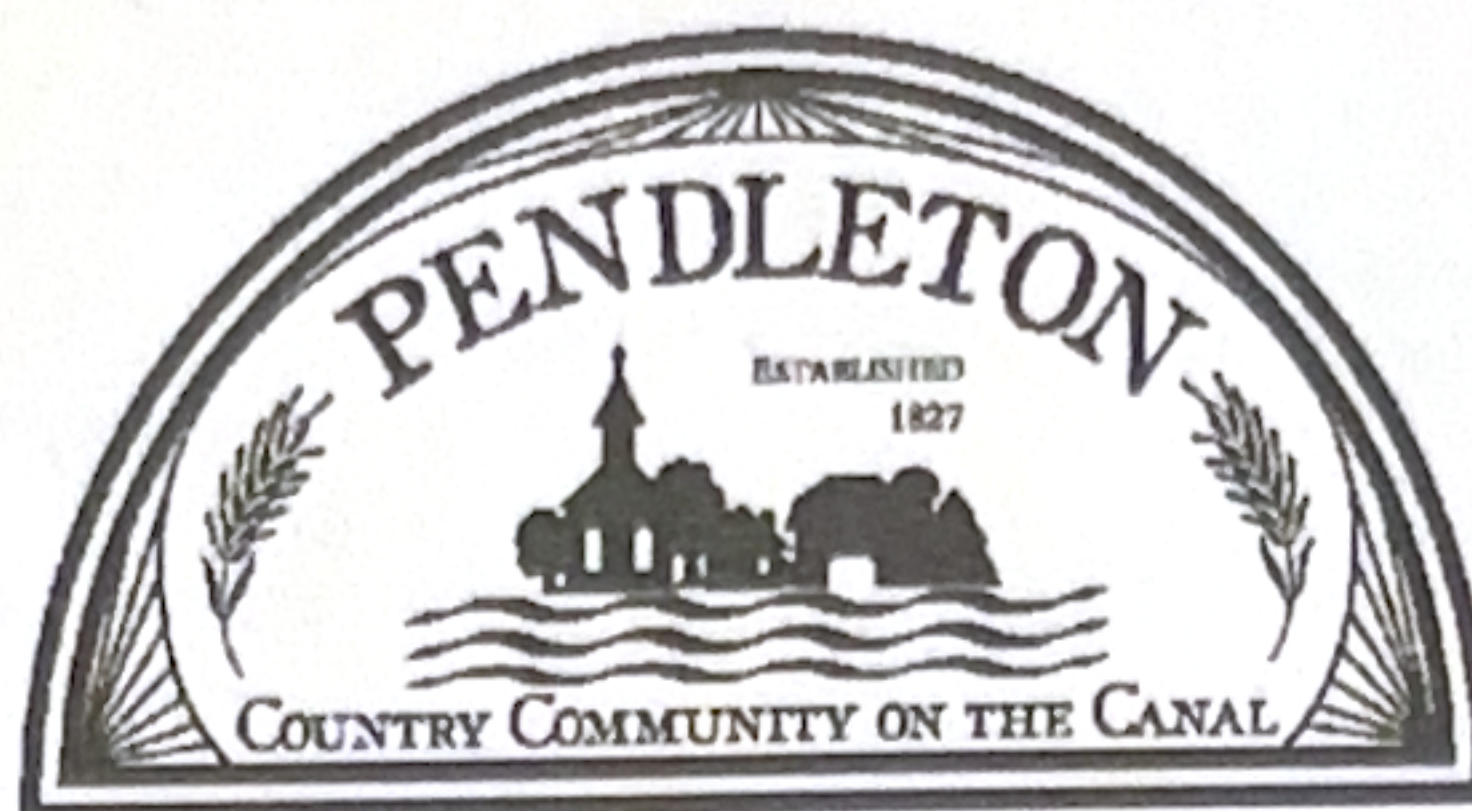
Our price for the work is: \$4,727.00

Add: lift for the day, \$950.00

TOWN OF PENDLETON

Town Hall

6570 Campbell Boulevard
Lockport, NY 14094
Phone: (716) 625-8833
Fax: (716) 625-6295



TOWN OF PENDLETON

Department of Public Works

6640 Campbell Boulevard
Lockport, NY 14094
Phone: (716) 625-8033
Fax: (716) 625-6323

Subject: RFQ: Metal Roof Maintenance & Leak Repair – Pendleton Town Hall

To: Grove Roofing Services (716) 828-1870

Dear Contractor,

The Town of Pendleton is requesting a formal quote for specialized repair services at our Town Hall building. We have identified specific leak issues within our **metal panel roofing system** and are seeking a contractor with established architectural sheet metal expertise to perform a diagnostic inspection and permanent repair.

Project Overview:

- **Facility:** Pendleton Town Hall
- **System Type:** Metal Panel / Standing Seam
- **Scope of Work:** Identification of active leak points, assessment of flashing/fastener integrity, and execution of mechanical repairs.

Submission Requirements:

As this is a municipal facility, we request that your proposal includes:

1. A brief description of the proposed repair method (e.g., component replacement vs. mechanical resealing).
2. Estimated lead time for mobilization.
3. Confirmation of ability to meet municipal insurance and prevailing wage requirements if applicable.

Please let me know when an estimator can be scheduled to visit the site. Access to the interior for leak tracing can be coordinated through the secretaries at Town Hall (716-625-8833). If you have any questions, my contact information is below. We look forward to your professional recommendation.

Best regards,

→ 8² - 11²

Timothy A. Lukasik

Councilman, Town of Pendleton

tlukasik@pendletonny.us

(716) 625-8833 ext 132

cell (716) 725-3648