

# TRI-STATE ROOFING & SHEET METAL COMPANY

P.O. Box 1231 Charleston, WV 25324 | (304) 755-8135, FAX (304) 755-5275 | Contractor Lic. # WV000104 | Website: www.tri-stateservicegroup.com

DATE 1-8-25 APR 02 2025 **ROOFING WORK ORDER**

JOB # 816219



I CUSTOMER CMI Management  
 N MFG JOB # 17674  
 O PO # \_\_\_\_\_  
 I ADDRESS \_\_\_\_\_  
 C CITY / STATE \_\_\_\_\_  
 E PHONE 703-738-5302  
 T CONTACT Angelica Northington  
 O CALL FOR APPT: ☐ No ☐ Yes

BLDG NAME US Army Reserve  
 W ROOF AREA(S) \_\_\_\_\_  
 O ADDRESS 532 Cumberland Rd  
 R CITY/STATE Bluefield WV  
 K CONTACT Joshua Bridges  
 A PHONE # (SITE) \_\_\_\_\_  
 T PHONE # (CELL) 410 200 4970  
 Emergency Response? \_\_\_\_\_

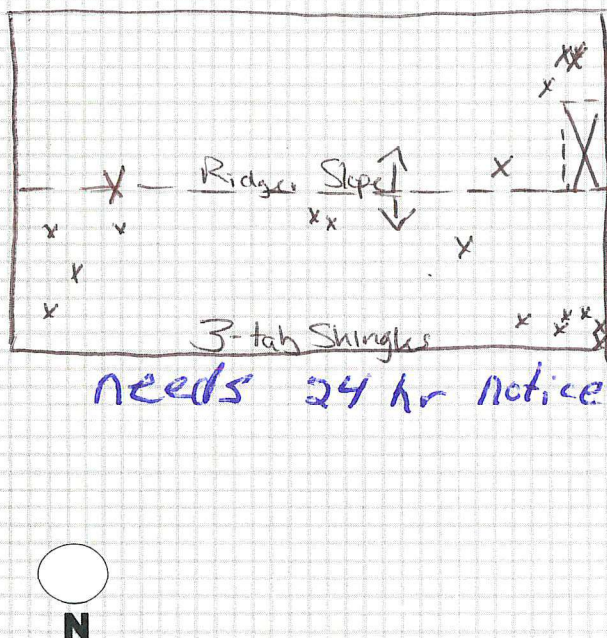
ROOF TYPE ☐ EPDM ☐ PVC ☐ TPO: ☐ Adhered ☐ Ballast ☐ M.A.S. ☐ METAL: ☐ S.S. ☐ Lap  
☐ BUR ☐ MOD-BIT: ☐ Gravel ☐ Smooth ☐ Granulated ☒ SHINGLE ☐ SLATE ☐ TILE

Customer Description of Problem: Repair/replace several missing shingles on OMS roof

## Roof Service

- ☐ Drains
- ☐ Inspected
- ☐ Cleaned
- ☐ Gutter
- ☐ Inspected
- ☐ Cleaned
- ☐ Downspout
- ☐ Inspected
- ☐ Cleaned
- ☒ Field
- ☐ Perimeter
- ☐ Edge metal
- ☐ Coping
- ☐ Flashing
- ☐ Wall
- ☐ Curb
- ☐ Cntr Flash
- ☐ Wall
- ☐ Curb
- ☐ Ceiling Tile

## ROOF DRAWING



## DESCRIPTION OF REPAIRS/WORK PERFORMED

4-1 Spike with onsite contact. Spotted leaks. Inspected roof area. Found many missing shingles/tabs of shingles. Patched missing tabs. Replaced missing shingles.

QTY	MATERIAL DESCRIPTION	QTY	MATERIAL DESCRIPTION	QTY	MATERIAL DESCRIPTION
<u>100ea</u>	<u>Nails ✓</u>				
<u>2ea</u>	<u>1016</u>				

SERVICE TECHNICIAN	WEATHER	TEMP	START DATE	FINISH DATE
<u>Steve Facemyer</u>	<u>S</u>	<u>60°</u>	<u>3-18-25</u>	
<u>Zach Shelton ✓</u>	<u>SN/O/S</u>	<u>34-55°F</u>	<u>4-1-25</u>	<u>4-1-25</u>

WEATHER CODE: Sunny (S) Rain (R) Snow (SN) Windy (W) Overcast (O) Drizzle (D) Ice (I)

TECH RECOMMENDATIONS: \_\_\_\_\_

- ☐ Billable T & M
- ☐ Manufacturer's Wty.
- ☐ Tri-State Wty.
- ☐ Work in Progress
- ☒ Complete

[Signature]  
 Customer Signature

Tri-State Roofing & Sheet Metal will make repairs to localized areas that appear to be the source of leaks and will make a good faith effort to locate and try to stop leaks. Tri-State Roofing & Sheet Metal does not warrant that further leaks will not occur. Depending upon the condition, age and type of roof, future leaks may well be expected. Tri-State Roofing & Sheet Metal is not responsible for indoor air quality, interior or consequential damages, including mold, mildew, loss of use, damage to personal property, personal injury or claims from building occupants.

### CERTIFICATION OF WORK

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: OMS Date of Visit: 4-1-25

**Contractor Personnel on Site:**

1. Zachary Shelton 2. \_\_\_\_\_

**Work Performed:**

**Preventive Maintenance** - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. \_\_\_\_\_

**Service Calls** – Service Call Number and Description

1. CSS# / WO# 17674 Missing Shingles  
2. CSS#  
3. CSS#

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### CERTIFICATION OF WORK

**To be signed by the Contractor:**

Print Name: Zach Shelton Date: 4-1-25

Signed: [Signature]

**To be signed by Facility Manager:**

By signing the Certification of Work, I certify that the above-named individuals representing the Contractor arrived on site and to the best of my knowledge, completed the stated work listed. This is **NOT** a Certification that the Work was performed correctly – The COW simply verifies that that someone representing the Contractor was onsite and accomplished something

Print Name/Rank: Bridges Joshua SFC Date: ~~4/1/25~~ 4/1/25

Signed: [Signature]

E-Mail: Joshua.S.Bridges.mil@army.mil