



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Low-Slope Roof Replacement 5 Barton Square Salem MA	CONTRACT INFORMATION: Contract For: Date: October 18, 2023	CERTIFICATE INFORMATION: Certificate Number: 001 Date: 12.22.23
OWNER: <i>(name and address)</i> Salem Housing Authority 27 Charter Street Salem, MA 01970	ARCHITECT: <i>(name and address)</i> Andrew M. Brockway & Associates 209 Parker Street Acton, MA 01720	CONTRACTOR: <i>(name and address)</i> W.P.I. Construction Inc. 5 Checkerberry Island Webster, MA 01570

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

The entire roof.

Andrew M. Brockway & Associates		Andrew M. Brockway, Principal	December 15, 2023
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

See attached Punch List from Andrew M. Brockway & Associates dated 12.15.23 including Field Report from Garland Roofing.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within 21 (twenty-one) days from the above date of Substantial Completion.

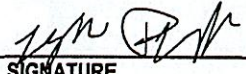
Cost estimate of Work to be completed or corrected: \$7,500.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

Owner is responsible for above listed items.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

W.P.I. Construction Inc.		Walter Piwowarczyk, President	December 22, 2023
CONTRACTOR <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE
Salem Housing Authority		Cathy Hoog, Executive Director	
OWNER <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE

ANDREW M BROCKWAY
& Associates

209 Parker Street
978 793-1550

Acton, MA 01720
www.brockwayarch.com

To: Walter Piwowarczyk
W.P.I. Construction, Inc.
4 Tanner Road
Webster, MA 01

Date: December 22, 2023

Project: Salem Housing Authority
5 Barton Square
Low-Slope Roof Replacement

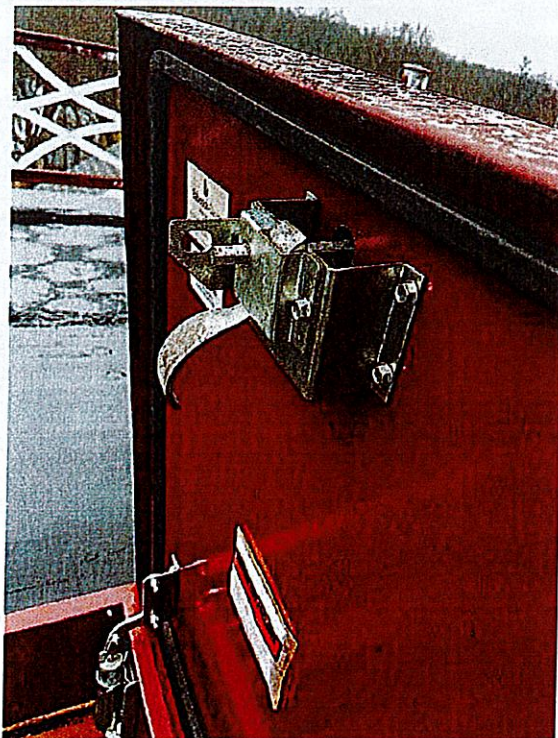
RE: Punch List, Dated 12.15.23

Roofing Items:

- Refer to attached Field Report from Rob Verreault at Garland Roofing for specific roofing related items to be addressed.

Damage to Existing Building During Construction

- 1.) The closing latch on the roof hatch is missing. Purchase and replace the latch.



Photograph above is of a sample roof hatch latch from Babcock-Davis manufacturers – (I am not sure if the Salem hatch is the same)

- 2.) The brick veneer near the fascia at the back of the building near the rounded corner has been damaged – presumably from the lull bringing materials to and from the roof. See photos below of the brick before and after construction. Repair the brick veneer.

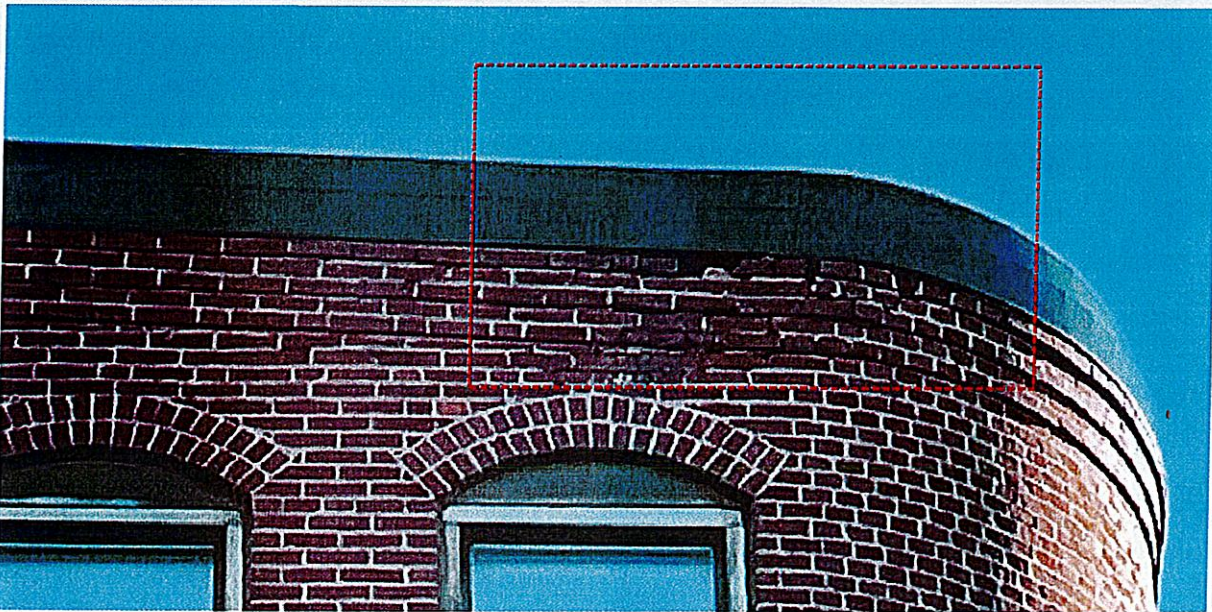
ANDREW M. BROCKWAY
& Associates

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Acton, MA 01720
www.brockwayarch.com



Brick cornice before construction



Brick cornice after construction

Andrew M. Brockway

Andrew M. Brockway, AIA

Cc: Debra Tucker, Salem Housing
Gary Dean, Salem Housing



Progress Report

SALEM HOUSING AUTHORITY
16A RAINBOW TERRACE
SALEM, MASSACHUSETTS 01970

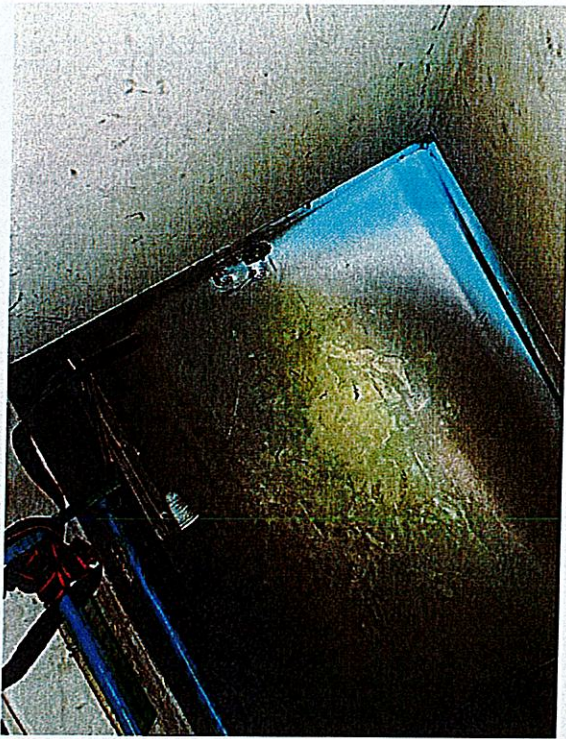
FACILITY: Barton Sq	ROOF SECTION: Main Roof Section	DATE: 12/19/2023
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Report Data

Report Date	12/19/2023
Title	Progress Report
Report Type	Progress Report



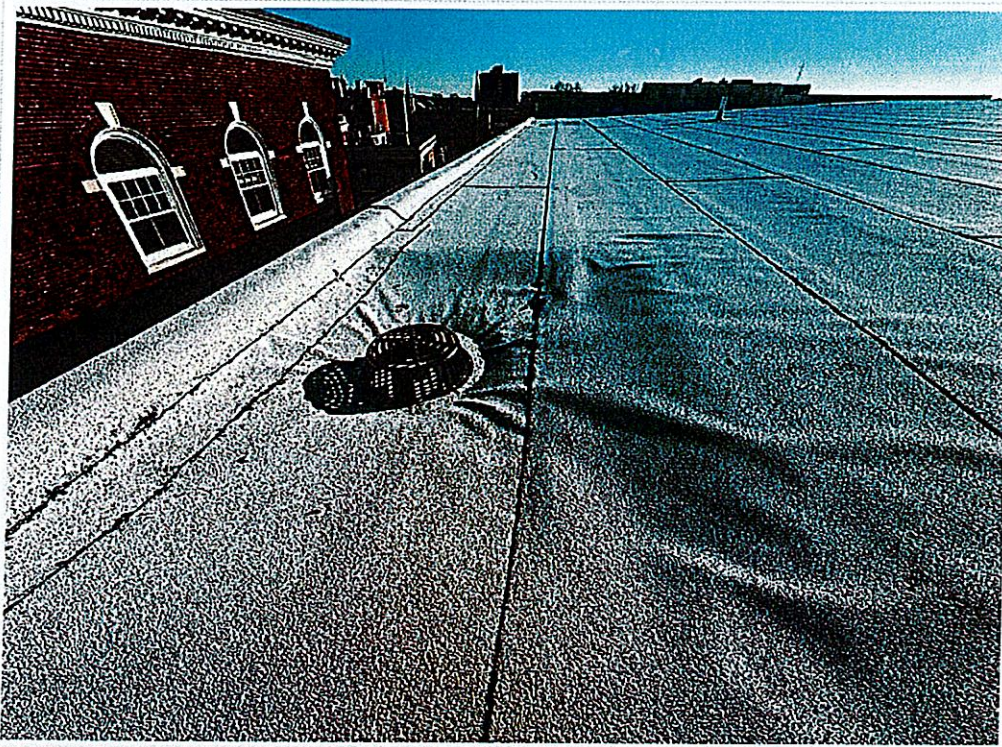
(1) Fish mouth at expansion joint.



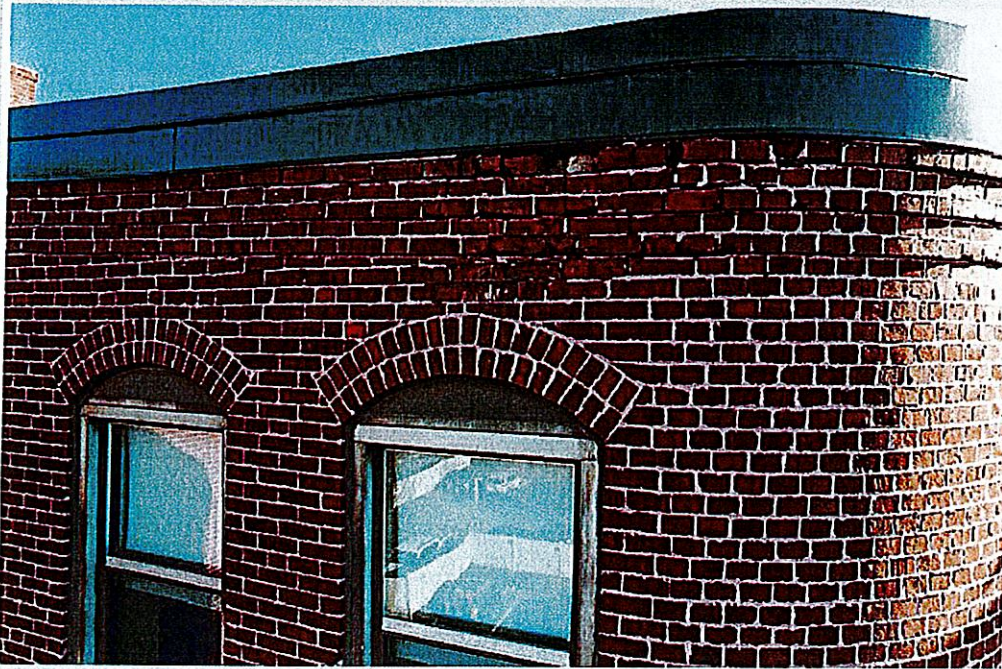
(2) Latch or lock needed



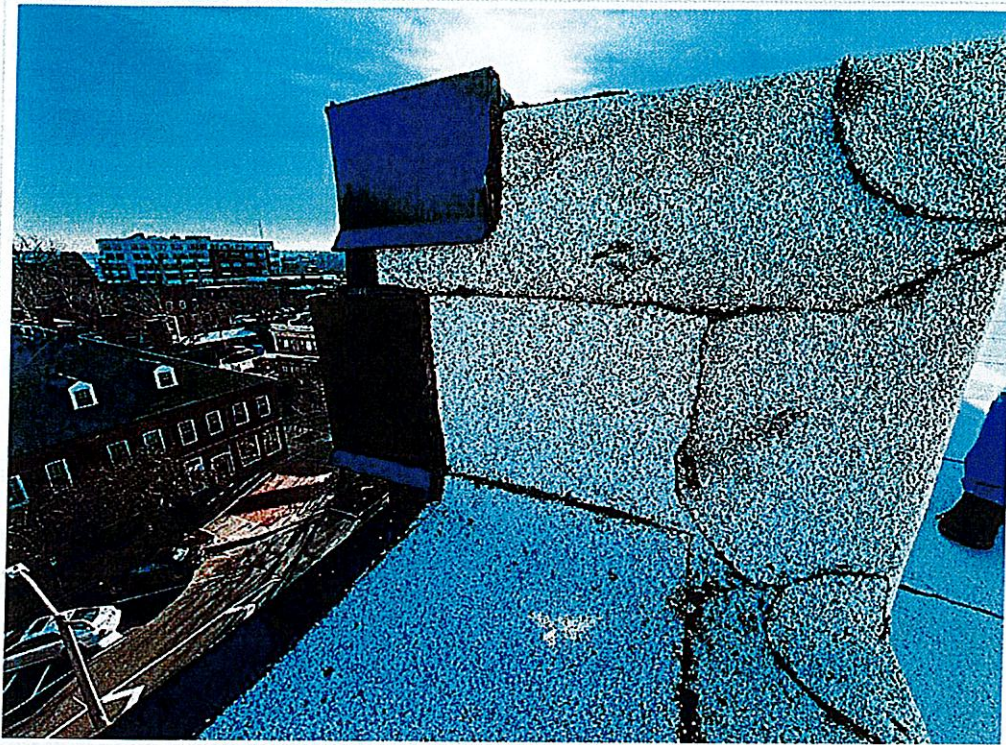
(3) 6 x 2 salvage sheet over both seams
around drain.



(4) 6 x 2 salvage sheet over both seams around drain.



(5) Damaged brick



(6) End dam requires caulk. Opposite side of parapet.