ROOFPOL · XACTIMATE-READY SCOPE PACKAGE

SAMPLE

RP-SAMPLE-0001 · Scope of work & supporting documentation

Prepared for Sample Roofing LLC (fictional) · 2026-11-15

PROPERTY
100 Sample Lane, Frisco, TX 75034 (fictional address)

COUNTY
Collin County, TX

EVENT
Hail, reported 2026-04-18 (date and size as provided by the contractor – sample)

JOB
Full replacement of the contractor's own scope + scope revision against the existing estimate

BUILDING
One-story single-family home, built 2009; gable roof with one dormer; 1 existing layer of laminated shingles over 15 lb felt

CODE BASIS
IRC 2021 assumed for the City of Frisco – confirm adoption and local amendments

1. Scope summary

One-story single-family residence in Frisco, TX 75034 (Collin County) with a 28.0 SQ gable roof at 6/12 and one existing layer of laminated asphalt shingles over 15 lb felt. Photos show chalk-marked impact marks with granule loss on test squares of all four slopes (F02–F05), dented box vents and a cracked lead pipe jack (F06–F08), dented eave drip edge (F10), no drip edge at the rakes (F09), corroded sidewall step flashing (F11) and no starter course at the eaves (F13). The contractor's scope is a tear-off to the deck and replacement of the roof system including underlayment, edge metal, starter, valley lining, flashings, vents and ridge cap, detach and reset of the satellite dish, disposal and permit.

2. Measurements and quantity math

Roof area (sloped)	2,800 SF = 28.0 SQ
Pitch	6/12 (all faces)
Waste	10 % (gable) → 31.0 SQ, rounded up to full bundles
Ridge / hip	56 LF / 0 LF
Valley	18 LF
Eave / rake	124 LF / 150 LF
Sidewall / headwall	24 LF / 0 LF
Penetrations	4 pipe jacks, 4 box vents, 1 satellite dish
Steep / high charges	None (6/12, one story)

3. Line items

Proposed codes – confirm each selector in your own licensed price list. Prices are not included; they come from your price list for ZIP 75034.

#	PROPOSED CODE	DESCRIPTION	QTY	UNIT	QUANTITY BASIS	PHOTOS	SUPPORT
1	`RFG 300S (–)`	Tear off laminated comp. shingle roofing – w/out felt	28.0	SQ	Roof area from measurement report, 1 layer	F01–F05	IRC R908.3 (removal to deck); photos
2	`RFG 300S`	Laminated comp. shingle roofing – w/out felt	31.0	SQ	28.0 SQ + 10 % waste, rounded up to 1/3 SQ	F01–F05	IRC R905.1, R905.2.2, R905.2.4.1, R905.2.6; installation sheet
3	`RFG FELT15`	Roofing felt – 15 lb	28.0	SQ	Roof area; 6/12 = single layer	—	IRC R905.1.1, R905.2.2
4	`RFG DRIP`	Drip edge	274	LF	Eaves 124 + rakes 150	F09, F10	IRC R905.2.8.5
5	`RFG ASTR`	Asphalt starter – universal starter course	274	LF	Eaves 124 + rakes 150 (eaves only = 124 if the product sheet does not call for rakes)	F13	Installation sheet (starter); IRC R905.1
6	`RFG RIDGC`	Hip / ridge cap – standard profile – comp. shingles	56	LF	Ridge 56 + hip 0	F01	Installation sheet (cap product); IRC R905.1
7	`RFG IWS`	Ice & water barrier – valley	54	SF	Valley 18 LF × 3 ft	add photo	IRC R905.2.8.2; installation sheet
8	`RFG STEP`	Step flashing	24	LF	Sidewall at garage	F11	IRC R905.2.8.3, R903.2
9	`RFG FLPIPE`	Flashing – pipe jack (lead jack: confirm selector)	4	EA	Count from report and photos	F08	IRC R903.2; photo
10	`RFG VENTB`	Roof vent – box type – metal (confirm selector)	4	EA	Count	F06, F07	IRC R806 (replace in kind); photos
11	`RFG SATDR`	Satellite dish – detach & reset (confirm selector)	1	EA	Count	F12	Photo: dish on roof plane
12	`DMO DUMP`	Dumpster load – approx. 20 yards	1	EA	≈ 30 SQ per layer and container	—	Debris from line 1
13	`FEE PERMIT`	Building permit (if required by the jurisdiction)	1	EA	City of Frisco	—	Permit requirement to confirm

4. Overhead & profit note

Trades and coordination performed by the contractor on this job: tear-off and disposal (dumpster scheduling and haul-off), roofing installation, sheet metal (drip edge, step flashing, pipe jacks, vents), detach and reset of a third-

party satellite dish, permit application and inspection scheduling, and sequencing with the gutter work at the eaves (gutters are a separate trade and outside this scope).

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5. Scope revision (against the existing estimate)

Matching the existing estimate: tear-off 28.0 SQ, felt 28.0 SQ, ridge cap 56 LF, pipe jacks 4 EA. Requested revisions to the scope, ordered by strength of documentation:

1. **Drip edge – 274 LF.** Not in the existing estimate. IRC R905.2.8.5 requires drip edge at eaves and rake edges of shingle roofs. No drip edge at the rakes (F09); existing eave drip edge dented (F10). Quantity: eaves 124 + rakes 150.
2. **Step flashing – 24 LF.** Not in the existing estimate. IRC R905.2.8.3 and R903.2 require sidewall flashing at the roof-to-wall intersection; existing step flashing is woven into the shingle courses and corroded (F11), so it is replaced with the shingles at the garage wall.
3. **Starter course – 274 LF.** Not in the existing estimate. The installation instructions of the shingle line call for a starter course at the eaves (enforceable through IRC R905.1). The existing first course consists of inverted shingles, not a starter product (F13). The eave portion (124 LF) has the strongest support; the rake portion depends on the product sheet.
4. **Valley lining – 54 SF.** Not in the existing estimate. IRC R905.2.8.2 requires a 36-inch valley lining under closed valleys. Quantity: 18 LF × 3 ft. Valley photo to be added.
5. **Roof vents – 4 EA.** Not in the existing estimate. All four metal box vents show dents (F06, F07); replaced in kind during re-roofing to keep the existing attic ventilation (IRC R806).
6. **Satellite dish D&R – 1 EA.** Not in the existing estimate. The dish is mounted on the roof plane (F12) and must be removed for tear-off and reinstalled after shingle installation.
7. **Dumpster – 1 EA, permit – 1 EA.** Not in the existing estimate. Disposal of tear-off debris from 28.0 SQ (line 1); permit if the City of Frisco requires one for re-roofing – attach the permit or written confirmation.
8. **Shingles – 31.0 SQ vs. 30.80 SQ.** Same 10 % waste on 28.0 SQ; the contractor’s quantity is rounded up to full bundles (1/3 SQ) because shingles are purchased and installed in whole bundles.

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6. Open items for you

- Kick-out flashing at the end of the garage sidewall (IRC R903.2.1): add a photo of the wall end to include it.
- Starter at rakes: keep 274 LF only if the installation sheet of the selected product calls for rake starter; otherwise 124 LF.
- Valleys: add photos and confirm closed vs. open valley (an open metal valley is a different line item).
- Deck: condition unknown until tear-off – any decking replacement needs photos during tear-off and a measured quantity.
- Confirm the City of Frisco’s adopted IRC edition, local amendments and Table R301.2 (ice barrier at eaves: not included).

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7. Attach to your submission

- Installation instructions of the shingle, starter, hip/ridge cap and valley lining products
- Measurement report (full PDF, incl. dormer and valley lengths)

- Photos F01–F14 with labels, plus valley, ridge, each pipe jack, both rakes and the sidewall end
- Local code adoption ordinance (IRC edition and amendments)
- Permit and fee receipt, or written confirmation that none is required
- The existing estimate, for the line-by-line comparison

Prepared for Sample Roofing LLC (fictional) as documentation of its scope of work. Not an adjustment, coverage opinion or legal advice.

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