

TENDER
FOR
Roof Replacement at 1 Beechwood Drive.
Parry Sound, ON
RFT25-1BCW

There is a Mandatory Attendance Meeting scheduled for Monday May 26th at 11:00 AM.
The location and details are listed within the RFT document under section 2.1.

Respondents **MUST** be in attendance and registered at the meeting in order for their submission to be considered in the evaluation process.

ISSUE DATE:	Monday, May 12, 2025
CLOSING DATE:	Friday, June 6, 2025
TIME:	14:00 local time
LOCATION:	1 Beechwood Drive, Parry Sound, ON P2A 1J2
LATE TENDERS WILL NOT BE ACCEPTED. THE LOWEST OR ANY TENDER MAY NOT NECESSARILY BE ACCEPTED	

1. Tenders to be in a sealed envelope and clearly marked:

Attention: Sylvia Roy, CFO
Tender for Roof Replacement at: 1 Beechwood Drive., Parry Sound, ON

2. Tender documents are available on the issue date at: 1 Beechwood Drive, Parry Sound or 16 Toronto Ave., South River, and/or via web at: www.psdssab.org
3. Project bid bond & security applicable (see specifications for further details)

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INSTRUCTIONS TO BIDDERS

SECTION 1 - GENERAL CONDITIONS

1.1 FORM OF TENDER

All Tenders must be **submitted upon the documents provided, duly completed & signed (where applicable)**, placed in a **sealed envelope** and must include:

- **Bid Form**
- **Schedule of Items & Prices**
- **Bidder Information**

Tender submissions must be clearly marked, on the outside, "Tender for Roof Replacement at 1 Beechwood Drive, Parry Sound, ON." and the submission label must be utilized and clearly visible on the outside of the envelop.

1.2 DEFINITIONS

Corporation:	Refers to District of Parry Sound Social Services Administration Board
Owner:	Refers to District of Parry Sound Social Services Administration Board
Bidder:	Refers to any eligible entity providing a Tender
Successful Bidder:	Refers, in the event of an award, to the selected Bidder
Contractor:	Refers, in the event of an award, to the selected Bidder
Director:	Means District of Parry Sound Social Services Administration Board or such other person, partnership or Corporation as may be authorized by the corporation to act on their behalf in any particular capacity.

1.3 TENDER CLOSING

Tender submissions must be received by District of Parry Sound Social Services Administration Board, 1 Beechwood Ave., Parry Sound Ontario P2A 1J2 OR 16 Toronto Ave., South River, ON on/before:

14:00 local time, Friday June 6, 2025

The Corporation is not responsible for submissions, which are not properly marked and/or delivered to any other location, than that specified herein.

1.4 ELECTRONIC SUBMISSIONS

Electronically transmitted submissions (facsimile, e-mail, etc.) will NOT be accepted for this Tender.

1.5 INQUIRIES/CLARIFICATION

Inquiries must be received no later than 14:00, May 30, 2025 otherwise a response may not be provided.

1.6 LATE SUBMISSIONS

Tenders received after the official closing time will not be considered during the selection process and will be returned unopened to the respective Bidder.

1.7 WITHDRAWAL OR ALTERATION OF TENDERS

A Bidder who has submitted a Tender may submit a further Tender at any time up to the specified time and date for tender closing. The last Tender received shall supersede and invalidate all Tenders previously submitted by that Bidder for this contract.

A Bidder may withdraw or alter the Tender at any time up to the specified time and date for tender closing by submitting a letter bearing the Bidder's signature to the authorized representative who will mark thereon the

time and date of receipt and will place the letter in the tender box. The Bidder's name and the contract number shall be shown on the envelope containing such letter. Telegrams, facsimiles (faxes), or telephone calls will not be accepted. Tenders withdrawn under this procedure cannot be reinstated.

1.8 EXAMINATION OF TENDER DOCUMENTS

Each Bidder must satisfy himself/herself by a personal study of the Tender documents, by calculations, and by personal inspection of the site, respecting the conditions existing or likely to exist in connection with the

proposed work. There will be no consideration of any claim, after submission of Tenders, that there is a misunderstanding with respect to the conditions imposed by this **REQUEST FOR TENDER**.

Prices bid must include all incidental costs and the Bidder must be satisfied as to the full requirements of the Tender. No claims for extra work will be entertained and any additional works must be authorized in writing prior to commencement. Should the Bidder require more information or clarification on any point, it must be obtained prior to the submission of the Tender.

1.9 COMPLETION OF THE TENDER

The Form of Tender including the Schedule of Items and Prices and other relevant documents, must be completed in hard copy. All entries shall be clear, legible and made in a non-erasable medium. Entries must be made for unit price, lump sum, extensions and totals as appropriate. All items shall be tendered according to instructions contained within the Tender Documents.

Alterations may be made provided they are legible and initialed by the Bidder's signing officer. Tenders which are incomplete, conditional, illegible or obscure, or that contain additions not called for, reservations, erasures, alterations incorrectly submitted, or irregularities of any kind may be rejected.

In the event of a discrepancy between the unit price and the total price, the unit price shall prevail.

1.10 OMISSIONS, DISCREPANCIES AND INTERPRETATIONS

Should a Bidder find omissions from or discrepancies in any of the Tender Documents or should the Bidder be in doubt as to the meaning of any part of such documents, the Bidder should notify the designated person and office without delay. If the designated person considers that a correction, explanation or interpretation is necessary or desirable an addendum will be issued to all who have received Tender Documents.

No oral explanation or interpretation will modify any of the requirements or provisions of the Tender Documents.

1.11 ADDENDA

If required by the Corporation, an addenda will be distributed to all bidders registered as a document taker for this bid. Addenda will be distributed using the latest contact information as provided by the Bidder. It is the Bidder's responsibility to notify the Corporation of any changes to their email or mailing address. It is the Bidder's ultimate responsibility to ensure all addenda have been received.

Bidders shall be required to acknowledge receipt of addenda on the Tender Form contained in the bid document.

1.12 ACCEPTANCE OR REJECTION OF TENDER

1.12.1 The Corporation reserves the right to reject any or all tenders and to waive formalities as the interests of the Corporation may require without stating reasons therefore.

Notwithstanding and without restricting the generality of the statement immediately above, the Corporation shall not be required to award and accept a tender, or recall the Tenders at a later date:

- a) When only one (1) tender has been received as result of the Tender call;
- b) Where the lowest responsive and responsible bidder substantially exceeds the estimated cost of the goods or service;
- c) When all tenders received fail to comply with the specifications or Tender terms and conditions;
- d) Where a change in the scope of work or specifications is required the lowest or any tender will not necessarily be accepted. The acceptance of a tender will be contingent upon an acceptable record of ability, experience and previous performance.

1.12.2 The Corporation shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Bidder by reason of the acceptance or the non-acceptance by the Corporation of any tender or by reason of any delay in the acceptance of a Tender except as provided in the tender document.

1.12.3 Each tender shall be open for acceptance by the Corporation for a period of sixty (60) calendar days following the date of Closing.

1.12.4 Where the tender documents do not state a definite delivery/work schedule and a submitted

tender is based on an unreasonable delivery/work schedule, the tender may be rejected.

1.13 TENDER AWARD PROCEDURES

Unless stated otherwise the following procedures will apply:

- 1.13.1** The Corporation will notify the successful Bidder that his/her Tender has been accepted, within sixty (60) calendar days of the Tender closing.
- 1.13.2** Notice of acceptance of Tender will be by telephone and/or by written notice.
- 1.13.3** Immediately after acceptance of the Tender by the Corporation, the successful Bidder shall provide the Corporation with any required documents within fourteen (14) calendar days of the date of notification of award.
- 1.13.4** Following receipt of the documents, the successful Bidder will receive written authority, in the form of a signed Contract Agreement or Purchase Order.

1.14 RESPONSIBILITY FOR DAMAGES

The successful Bidder shall indemnify and save harmless DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD from and against all claims, demands, loss, cost, damages, actions, suits or other proceedings by whomsoever made, brought or executed by, or attributed to any such damages, injury or infringement as a result of activities under this Tender.

1.15 ABILITY AND EXPERIENCE OF BIDDER

It is not the purpose of DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD to award this contract to any Bidder who does not furnish satisfactory evidence of possessing the ability and experience in this class of work and sufficient capital and plant resources to ensure acceptable performance and completion of the Tender.

Unless otherwise stated, Bidders must complete and submit with their submission, the Ability and Experience Form included with this document.

The following criteria will be utilized by the Corporation to determine whether a Bidder is qualified to undertake the award;

- i) The Bidder's ability and agreement to complete the work within the required schedule;
- ii) The Bidder's ability to work effectively with the Corporation staff, consultants and other representatives;
- iii) The Bidder's ability to effectively manage and do the work using the named project representative and any submitted and subcontractors and, others that may share the work areas;
- iv) The Bidder's history with respect to quality of work, scheduling, providing satisfactory results and acceptable cooperation;

A Bidder is invited to provide any additional information it determines will assist the Corporation in using the aforementioned criteria. The Corporation may reject the lowest or any submissions if after investigation and consideration, the Corporation concludes, in its opinion, that the Bidder is not qualified to do the work and/or cannot do the work and perform the contract in a manner satisfactory to the Corporation.

1.16 CHARACTER AND EMPLOYMENT OF WORKERS

The successful Bidder shall employ only orderly, competent and skilful workers to ensure that the works are carried out in a respectable manner.

In the event that any person employed by the successful Bidder in connection with the work arising out of this Tender gives, in the opinion of the Corporation just cause for complaint, the successful Bidder upon notification by the Corporation in writing, shall not permit such person to continue in any future work arising out of this work.

1.17 LIMITED LIABILITIES

The Corporation's liability under this Tender shall be limited to the actual goods/services ordered and provided.

1.18 BIDDER EXPENSE

Any expenses incurred by the Bidder in the preparation of the Tender submission are entirely the responsibility of the Bidder and will not be charged to the Corporation.

1.19 PROTECTION OF WORK & PROPERTY

The successful Bidder shall provide continuous and adequate protection of all work from damage and shall protect the Owner's property from injury or damage arising from or in connection with this work. The successful Bidder shall make good any such damage or injury.

1.20 REGULATION COMPLIANCE AND LEGISLATION

The successful Bidder shall ensure all services and products provided in respect to this Tender are in accordance with, and under authorization of all applicable authorities, Municipal, Provincial and Federal legislation.

1.21 ASSIGNMENT OF CONTRACT

The successful Bidder shall not assign transfer, convey, sublet or otherwise dispose of this contract or his/her right, title or interest therein, or his power to execute such contract, to any other person, company or corporation, without the previous consent, in writing, of the Corporation's officials, which consent shall not be unreasonably withheld

1.22 CANCELLATION

1.22.1 The Corporation reserves the right to immediately terminate the Contract at its own discretion, including but not limited to such items as non-performance, late deliveries, inferior quality, pricing problems, etc.

1.22.2 If the successful Bidder should neglect to execute the work properly or fail to perform any provision of this Award, the Corporation, after three (3) business days written notice to the successful Bidder, may, without prejudice to any other remedy in existence, make good such deficiencies and may deduct the cost thereof from any payment then and thereafter due to the successful Bidder. Continued failure of the successful Bidder to execute the work properly shall result in a termination of Contract. The Corporation shall provide written notice of termination.

1.22.3 The Corporation may elect to terminate the Contract if the original terms and conditions are significantly changed, giving thirty (30) calendar day's written notice to the successful Bidder.

1.22.4 Either party may terminate the Contract by giving the other party sixty (60) calendar day's written notice, giving reasons acceptable to the other. A period of less than sixty (60) calendar days to terminate the contract may be negotiable if mutually agreeable among the parties involved in the Contract.

1.22.5 Failure to maintain the required documentation during the term of this contract may result in suspension of the work activities and/or cancellation of the contract.

1.23 GOVERNING LAWS

This TENDER and subsequent contract/agreements will be interpreted and governed by the laws of the Province of Ontario.

1.24 FREEDOM OF INFORMATION

Any personal information required on the Tender Form is received under the authority of the Municipal Freedom of Information and Protection of Privacy Act, 1989, RSO, 1990. This information will be an integral component of the tender submission.

All written Tenders received by DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD become a public record, once a Tender is accepted by DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD, and a contract is signed, all information contained in them is available to the public, including personal information.

SECTION 2 – SPECIFIC CONDITIONS

2.1 MANDATORY ATTENDANCE INFORMATION MEETING

The Corporation will conduct a “**Mandatory Attendance**” Information Meeting as follows:

Date: May 26

Time: 11:00 AM

Location: 1 Beechwood Drive, Parry Sound, ON (Front entrance)

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD staff and our contracted representative will provide a brief overview of the project and expectations followed by a question and answer period for Respondents.

There will be an opportunity for all to view the roof and building at this time.

Respondents **MUST** be in attendance and registered at the meeting in order for their submission to be considered in the evaluation process. Meeting will commence PROMPTLY at 11:00 AM.

- **AWARD**

It is the intention of the Corporation to award the work of this Tender in whole to one bidder. All items within an individual Schedule shall be completed in full.

The lowest or any Tender may not necessarily be accepted.

The Owner reserves the right to reduce or increase each line item within the tender.

- **EXAMINATION OF SITE**

The Bidder shall visit the site of the work before submitting a tender and shall make its own estimate of the facilities and difficulties that may be encountered and of the nature of the subsurface conditions. The bidder shall not claim at any time after submission of the tender that there was any misunderstanding of the terms and conditions of the Contract related to site conditions.

- **BUDGET APPROVAL**

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD reserves the right to remove and/or delay portions of the contract dependant upon approvals and/or budgetary restraints.

- **COMPLETION OF WORK**

The work-timing window for this project will be from July, 2025 to October 31st, 2025.

All work for this Tender shall be completed by October 31st, 2025 without exception.

- **PRICING**

No alterations, additions or deletions from the accepted Tender price will be permitted by the Contractor/Bidder without the prior written approval of the Corporation.

- **PAYMENT**

Payments shall be made based upon the unit price per unit of measure as indicated on the Schedule of Items and Prices.

- **QUANTITIES**

The Quantities indicated on the Schedule of Items and Prices are estimated only and may be subject to change or elimination without altering the contracted price.

- **PERFORMANCE**

Any undue delays and/or costs incurred by the Corporation due to inefficiencies in performance on behalf of the successful Bidder shall be deemed to be the responsibility of that Bidder and as such will be deducted from the payment for work and or the performance deposit.

- **LIQUIDATED DAMAGES**

The successful Bidder agrees that in the event the work of this contract is not completed by the date set forth in item no. 2.5, damage will be sustained by the Corporation, and that it is and will be extremely difficult to ascertain and determine the actual damage which the Corporation will sustain in the event of a delay and the successful Bidder shall pay to the Corporation the sum of ONE THOUSAND FIVE HUNDRED (1500.00) dollars per day for liquidated damages for each and every working day delay in finishing the work after the date set forth in item no. 2.5 and it is agreed that this amount is an estimate of the actual cost to the corporation for Engineering, Inspection, Supervision, and continuing Maintenance which will accrue during the period after the completion date.

The successful Bidder shall not be assessed with Liquidated Damages for any delay caused by Acts of God or the Public Enemy, Acts of the Province or any foreign state, fires or floods not caused by the successful Bidder's negligence, epidemics, quarantine restrictions, or delays of sub-contractors due to such causes.

- **BID SECURITY AND BOND**

Submit with your Bid, a certified cheque in the amount of \$5,000.00 and an Agreement to Bond in the amount of 50% of the project cost covering the Performance of the contract and 50% covering payment of Labour & Material, in name of approved Surety made payable to "District of Parry Sound Social Services Administration Board" in the amount stated in Bid Form.

Bids not accompanied by Bid Security will be declared informal and not accepted.

Bid Security will be returned to Bidders as promptly as possible after execution of Contract Documents.

Bid security is to ensure that Bidder will, within 15 days of acceptance of bid:

- (a) execute Contract on Form included in Bid Documents to which the signature(s) shall be affixed.

Bid Security shall remain in force for period of 60 (sixty) days from date of submission of Bids.

- **GUARANTEE AND WARRANTY**

The Contractor guarantees and warrants that with ordinary wear and tear the work shall, until the end of the 24 months period of maintenance, remain in such condition as will meet with the approval of the Owner, and that he will be responsible for expeditious rectification in a manner satisfactory to the Owner, and for the cost thereof, of any imperfect work due to or arising from materials, equipment or plant incorporated into or used in the construction, that is discovered by any means at any time prior to the issuance of the Final Certificate.

The Owner shall decide as to the nature, extent, cause of, and responsibility for imperfect work and the necessity for and the method of rectification thereof.

The Contractor will rectify imperfect work expeditiously and in accordance with the time preset or as directed by the Owner's representative.

- **EXTRA WORK**

No work shall be regarded as extra work, unless it is ordered in writing by the Corporation and with the agreed price for the same specified in said order, provided said price is not otherwise determined by this Tender. A statement of the cost of extra work shall be made within thirty (30) calendar days after the completion of the said extra work.

- **HARMONIZED SALES TAX (HST)**

H.S.T. is applicable to the item(s) listed, however, is not to be included in the tendered unit cost. Please tender all prices "HST Extra"

Until the government releases further details on the transition rules and the enabling legislation is passed on the proposed Harmonized Sales Tax, the Contractor is to assume the existing sales tax regime in determining the Annual Lump Sum Price.

- **TERMS OF PAYMENT**

Unless otherwise stated herein, the Corporation's normal terms of payment will be Net Thirty (30) calendar days from the Receipt of Goods/Services or the Date of Invoice, whichever occurs later. Invoices shall be forwarded to the attention of:

District of Parry Sound Social Services Administration Board
Accounts Payables
1 Beechwood Ave., Parry Sound, ON P2A 1J2
Email copies to: sdefleuriot@psdssab.org & akukkonen@garlandcanada.com

All invoices will be subject to a ten percent (10%) holdback as per the Construction Lien Act. Upon approval of all project deliverables, the holdback will be released.

- **GENERAL LIABILITY INSURANCE**

The comprehensive policy of public liability and property damage insurance shall not be less than **Five Million Dollars (\$5,000,000.00)** per incident. The successful Bidder agrees to complete the work in accordance with the Tender, agrees to provide proof of an insurance policy in the amount of not less than **Five Million Dollars (\$ 5,000,000.00)**, per incident, to indemnify DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD against any damages occasioned through any act, omission or neglect of the successful Bidder while carrying out the work under this Tender.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD shall be included as an "additional insured" on the comprehensive policy of public liability and property damage insurance of the Successful Bidder immediately subsequent to award and, prior to commencement of any work under this award.

The Contractor shall provide property insurance and shall name the following parties as additionally insured:

- DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
- The Material Manufacturer
- Housing Services Corporation

and shall insure the Contractor and the above named in the same manner and to the same extent as if a separate policy had been issued to each.

Any property damage deductible, in accordance with the General Conditions, shall be the responsibility of the Contractor.

Contractors are hereby specifically notified that any loss or damage to the work caused by the action of the elements including rain storms, wind storms, floods, etc., shall be sustained and borne by the Contractor at his own expense. Any material and additional work required to make good any loss or damage to work previously completed shall be borne at the cost of the Contractor and no claims for extra payment will be considered.

- **VEHICLE LIABILITY INSURANCE**

The Successful Bidder shall, throughout the term of the Contract, obtain and maintain in force, vehicle liability insurance (for all licensed vehicles & equipment) in a combined amount of not less than **Two Million Dollars (\$2,000,000.00)**, per occurrence, against claims for bodily injury and/or property damage including claims against the successful Bidder under any hold harmless or indemnity provisions of the Contract in respect of motor vehicles owned or leased by the successful Bidder which are required by law to be licensed.

The successful Bidder will be required to submit a copy of their insurance policy or Certificate of Insurance upon award.

- **WORKPLACE SAFETY & INSURANCE BOARD**

The successful Bidder shall provide the Corporation with a copy of the Workplace Safety & Insurance Board's Clearance Certificate indicating the successful Bidder's good standing with the Board:

- a. Upon award;

- b. Prior to the expiration of the contract Period; and
- c. At any other time when requested by the Corporation.

- **HEALTH AND SAFETY**

The successful Bidder, **prior** to commencement of work, must execute a "Contractor Health and Safety Responsibility Agreement" as supplied by the client.

The successful contractor will be expected to work in accordance with the Occupational Health and Safety Act (re: duties of Constructors and duties of employers) and applicable regulations. Health and Safety legislation and Environmental legislation and regulations are considered the minimum requirement the Firm must meet.

- **SUPERVISION OF LABOUR**

The successful Bidder shall keep on the jobsite a competent foreperson and any necessary assistants, all satisfactory to the Corporation's Representative. The foreperson shall represent the successful Bidder in his/her absence and at the Corporation's Representative's directions given to him are as binding as if given to the successful Bidder.

- **SUBCONTRACTORS**

No portion of the work under this award may be subcontracted without the written authorization of the Corporation. The Successful Bidder is fully responsible to the Corporation for the acts and omissions of Subcontractors and/or persons directly or indirectly engaged by the Successful Bidder in respect to this work. Sub-Contractors will be required to abide by all the requirements of the Tender document as though the primary Successful Bidder (Insurance, WSIB, Health & Safety Policy, etc.). The Successful Bidder agrees to bind every Subcontractor by the terms of the Contract documents as far as it is applicable to their work.

Bidders must complete and submit with their tender, the Subcontractor Form included with this document.

- **DOCUMENTS TO BE RECEIVED AFTER AWARD**

Upon Award, the successful bidder will supply the following:

- **Liability Insurance naming each Owner as an additional insured in the amount of \$5,000,000**
- **Current WSIB clearance certificate**
- **Contractor Health and Safety Responsibility Agreement**
- **Completed notice of project filed with the MOL**

- **BASIS FOR PAYMENT**

Each Owner shall reimburse the Contractor for each unit listed within the Tender.

No allowance shall be made for travel time to and from the job site.

- **DAMAGE BY CONTRACTOR**

The Contractor shall make financial compensation before the end of this contract at his own expense any damage caused by his work to any material, equipment, and property located on the project.

- **TENDER SELECTION CRITERIA**

The acceptance of a Tender will be contingent upon, however not limited to, the following considerations:

- Ability to meet or exceed all specifications and requirements;
- Ability and Experience;
- Compliance with Tender process;
- Tendered Price

- **INQUIRIES**

Inquiries concerning this tender in its entirety are to be directed to:

Sam de Fleuriot
Project Manager
sdefleuriot@psdssab.org

Clarification of questions will be answered individually, but response(s) to any question that modifies the scope of the Request for Tender will be circulated in writing as a Request for Tender Addendum to all registered document takers who have received the Request for Tender document from the Corporation.

Inquiries must be received no later than May 30, 2025; otherwise a response may not be provided.

SECTION 2 - GENERAL PROJECT CONDITIONS (00 72 00)

PART 1 — GENERAL

1.1 DEFINITIONS

- A. The contract document consists of the AGREEMENT, the GENERAL CONDITIONS of the contract, the DRAWINGS and the SPECIFICATIONS, including all revisions hereto.
- B. The Owner, the Contractor and the Owner's Representative shall be indicated as such throughout these documents. The term Contractor as used herein shall designate the successful bidder to whom the roof contract is awarded.

The term Owner shall be understood to be District of Parry Sound Social Services Administration Board. The term Owner's Representative shall be understood to mean the representative of the primary consultant.

1.2 OWNER'S REPRESENTATIVE STATUS

- A. The Owner's Representative shall have general Rights of Inspection of the work and is the agent of the Owner in all matters pertaining to the work as provided in the Contract Documents. The Owner's Representative has the authority to stop work whenever such stoppage may be necessary to ensure the proper execution of the contract and shall have authority to reject any and all materials, whether worked or unworked, if such materials are not in accordance with the plans and specifications.

1.3 CONDITION OF SITE

- A. The bidders shall visit the site before submitting their bids and determine the field conditions affecting their work. In considering the bids, the Owner will assume that the bidders are aware of all items, pertinent to their work and have made allowance for same in their bids.

1.4 VERIFICATION OF DIMENSIONS AND ELEVATIONS

- A. Dimensions and elevations indicated on the drawings in reference to existing structures or utilities are the best available data obtainable but are not guaranteed by the Owner's Representative and the Owner's Representative will not be responsible for their accuracy. Before bidding on any work dependent upon the data involved, the Contractor shall field check and verify all dimensions, grades, lines, levels or other conditions of limitations at the site to avoid construction errors. If any work is performed by the Contractor or any of his/her sub-contractors prior to adequate verification or applicable data, any resultant extra cost for adjustment of work as required to conform to existing limitations, shall be assumed by the Contractor without reimbursement or compensation by the Owner.

1.5 PROTECTION OF OWNER'S OPERATIONS

- A. The Contractor shall erect such barriers, tarpaulins, doors, etc., as may be necessary to protect the Owner's operations while work is in progress. Any such openings that are essential to carrying on the work shall be securely closed by the Contractor when not in use to protect the Owner's operations.

1.6 PROTECTION OF WORK AND PROPERTY

- A. The Contractor shall maintain adequate protection of all his/her work from damage and shall protect the Owner's and adjacent property from injury or loss arising from this contract. He/she shall provide and maintain at all times any danger signs, guards and/or obstructions necessary to protect the public and his/her workmen from any dangers inherent with or created by the work in progress. He/she shall hold the Owner harmless from any loss arising due to injury or accident to the public or his/her workmen, or from theft of materials stored at the job site. All materials will be stored in locations other than on roof surfaces except as necessary and shall then be placed on plywood or other type of material to protect the roof surface at all times.
- B. Before starting any work, the Contractor shall protect all grounds, copings, paving and exterior of all buildings where work will be performed.
- C. In those areas where materials and/or hot asphalt will be raised to the roof area, a protective covering shall be placed from the base of the wall extending up and over the top edge of the roof. This coverage shall be wide enough to assure that the exterior walls do not become stained or soiled during roofing operations.
- D. Any areas of the building or grounds, which have become stained or damaged in any way, shall be repaired or replaced by the Contractor prior to the final inspections. The method of repair used must be acceptable to both the Owner and the Owner's Representative.

1.7 MATERIAL STORAGE AND CLEAN-UP

- A. The Contractor shall keep the premises free from rubbish at all times and shall arrange his/her material storage so as not to interfere with the Owner's operations. At the completion of the job, all the unused material and rubbish shall be removed from the site. The ground shall be raked clean and the building shall be broom cleaned. If the Contractor refuses at any time to remove his/her debris from the premises, or to keep the working area clean, such cleaning will be completed by the Owner and deducted from the balance due the Contractor.
- B. The Contractor shall also remove drippage of bitumen or adhesive from all walls, windows, floors, ladders and finished surfaces. Failure to do so will result in the work being done by others and the cost shall be deducted from the balance due the Contractor.

- C. Materials must be delivered with manufacturer's label intact and legible. Labels must be affixed to the outside of the package stating the type of product, name and address of the manufacturer. All materials shall be stored and protected against weather, vandalism, and theft. Any materials found to be damaged or missing shall be replaced by the Contractor at no cost to the Owner.

1.8 INSPECTION OF WORK

- A. Where the drawings or specifications require the inspection and approval of any work in progress by the Owner's Representative, the Contractor shall give that Representative ample notice to allow for scheduling the inspection, which shall be made promptly to avoid delay of work. If work has progressed without the required inspections or approval by the Representative, it shall be uncovered for inspection at the Contractor's expense.
- B. Uncovering of work not originally inspected, or uncovering questioned work may be ordered by the Owner's Representative and it shall be done by the Contractor. If examination proves such work to be incorrectly done or not done in accordance with the plans and specifications, the Contractor shall bear all cost of the reexamination. If the work is proven correctly installed, all such expense shall be born by the Owner.

1.9 INSPECTION OF WORK IN PROGRESS AND UPON COMPLETION

- A. If directed by the Owner's Representative, the Contractor shall cut not more than four (4) cores, of approximately 200 square inches each, from every newly constructed roof area, in order to establish the amount of materials used per square foot, and shall restore all such areas to sound and watertight conditions as prior to the core testing.
- B. In the event that such core cuts disclose any deficiency in materials, or soundness of construction, the Contractor shall, at his/her own expense, apply additional materials or otherwise correct the deficiencies to the satisfaction of the Owner's Representative.
- C. Noncompliance with the terms of this specification and ensuing contract can result in either the cancellation of the contract, or complete replacement of the defective areas at the Contractor's expense. In the event of cancellation, the Owner will not be obligated to compensate the Contractor for any work undertaken in a defective manner.
- D. Damages caused by water infiltration resulting from the failure of the Contractor to secure each day's work in a weather tight manner, will be corrected at the Contractor's expense. Included, as damages will be all labor costs incurred by the Owner as a result of such water infiltration.
- E. The Owner will require the Owner's Representative to examine the work in progress, as well as upon completion, in order to ascertain the extent to which the materials and procedures conform to the requirements of these specifications and to the published instructions of the Manufacturer.

F. The authorized Owner's Representative shall be responsible for:

1. Keeping the Owner informed on a periodic basis as to the progress and quality of the work;
2. Calling to the attention of the Contractor those matters he/she considers to be in violation of the contract requirements;
3. Reporting to the Owner any failure or refusal of the Contractor to correct unacceptable practices;
4. Conducting preliminary and subsequent job-site meetings with the Contractor's official job representative;
5. Supervising the taking of test cuts, and the restoration of such areas;
6. Rendering any other inspection services which the Owner may designate; and
7. Certifying, after completion of the work, the extent to which the Contractor has complied with these specifications as well as to the published instructions of the Manufacturing Company.

G. The presence and activities of the Owner's Representative shall in no way relieve the Contractor of his/her contractual responsibilities.

1.10 MISCELLANEOUS UTILITIES

- A. Water for concrete, mortar, washing and drinking purposes will be furnished by the Owner. Any connections to the water system shall be completed by the Contractor.
- B. At the completion of the work, or when the above connections are no longer required, the Contractor shall remove all connections and leave the facilities in a condition at least as satisfactory as prior to the commencement of his/her work.
- C. Toilet facilities will be provided by the Contractor. The Contractor will be responsible for supplying a portable toilet on the job-site. The Contractor's personnel are not permitted to enter the building without proper authorization from the Owner or Owner's Representative.

1.11 CHANGES OR EXTRA WORK

- A. The Owner may, without invalidating the original contract, order such changes or additions as may from time to time be deemed desirable. In so doing, the contract price shall be adjusted, as stated below, with all work being done under the conditions of the original contract except for such adjustments in extension of time as may be acceptable

to the Owner. The value of such extra work shall be determined in one of the following ways:

1. By firm price adjustment;
 2. By cost plus with a guaranteed maximum;
 3. By cost with a fixed fee; or
 4. By unit cost.
- B. If agreement is reached that the extra cost shall be handled as per methods 2, 3, or 4, the Contractor shall keep and compile a correct amount of the cost together with such vouchers, etc., as may be necessary to substantiate same for presentation to the Owner. The Owner's Representative shall have authority to make minor job changes or additions as may be necessary to expedite the job providing such changes do not involve additional material cost. No major change or addition shall be made except upon receipt by the Contractor of a signed order from the Owner authorizing such a change. No claims for an extra to the contract price shall be valid unless so authorized.
- C. All work covered by unit prices submitted by the Contractor in his/her proposal must be covered by a written work order. The Owner's Representative will prepare the work order in triplicate covering the quantity of work and the total cost of the work. The work order which will be written at the end of the each day, will be signed by the Owner's Representative and the Contractor's foreman and/or superintendent.

1.12 CORRECTION OF WORK PRIOR TO FINAL PAYMENT

- A. The Contractor shall promptly remove any work that does not meet the requirements of the plans and specifications or is incorrectly installed or otherwise disapproved by the Owner or the Owner's Representative as failing to meet the intent of the plans and specifications. The Contractor shall promptly replace any such work without expense to the Owner and shall bear the cost of making good all work of other contractors, or the Owner, destroyed or damaged by such removal or replacement.

1.13 CORRECTION OF WORK AFTER FINAL PAYMENT

- A. The Contractor shall guarantee all materials and workmanship for two (2) years from date of final payment of the contract by the Owner. Any defects which may arise during this period shall be promptly repaired by the Contractor including any damage done to the Owner's property due to such defects.

1.14 DEDUCTION FOR UNCORRECTED WORK

- A. If the Owner deems it unacceptable to have the Contractor correct work, which has been incorrectly done, a deduction from the contract price shall be agreed upon therefore. Such a deduction from the contract price shall in no way affect the

Contractor's responsibility for defects, which may occur, nor his/her ability for correcting them, and damage caused by them.

1.15 LIENS

- A. The Contractor shall, if required by the Owner, furnish him/her with a release in full of all liens arising out of this contract or in lieu thereof, and receipts in full for all materials and labor on the job. In either case, the Contractor shall furnish an affidavit that the liens or receipts include all the labor and material for which a lien could be filed. In lieu of the above, the Contractor may at his/her option furnish a bond to indemnify the Owner against all hazards of liens. Neither part nor final payment shall in any way release the Contractor from the above obligation and in the event that part or full payment has been made and any lien remains undischarged, the Contractor shall refund to the Owner the necessary funds to discharge such a lien including all cost and attorney's fees.

1.16 JOB CONDITIONS

- A. All surfaces to be covered shall be smooth, dry, and free from dirt, debris, and foreign material before any of this work is installed. Pumping equipment shall be located on the ground at a safe distance from building; the location being subject to the approval of the Owner. The Contractor shall be responsible for guarding against fires, and shall provide suitable fire extinguishers conveniently located at the site. Competent operators shall be in attendance at all times equipment is in use. Materials shall be stored neatly in areas designated by the Owner and dispersed so as to present a minimum fire hazard. Loads placed on the roof at any point shall not exceed the safe load for which the roof is designed.
- B. There is NO SMOKING allowed on the property unless a designated area is identified, and the Contractor shall be responsible for enforcement of this job rule at all times with his/her personnel.
- C. The Contractor should be aware of Owner's property when tearing off the existing roof. This is required for removal of dirt, silt, debris, roof membrane and insulation from the roof surface in order to preserve the ecology, eliminate unsightly conditions and protect building surfaces. Specific locations will be discussed at the pre bid conference.
- D. Rolled Roofing Materials: All rolled roofing materials must be stored standing on end on a pallet or otherwise raised off of the roof. The materials are to be covered in a proper manner to assure that they will not become wet prior to application. Any materials that becomes

wet or damaged must be removed from the job-site and replaced at the Contractor's expense.

- E. Ladders: Any ladders used on this project must be in good condition. The ladder must also be secured at the roofline at all times while in use. All ladders must be O.S.H.A. approved.
- F. No drugs or alcoholic beverages are permitted on the grounds.
- G. The Contractor shall place necessary barriers and/or protection around or under all work areas where his/her operations involve risk of injury to plant personnel.
- H. The Contractor will also protect the building structure from damage in the process of the job. In the event that damage does occur to any property or equipment, or the Owner's work in process, notification must be made within two (2) working days of the incidents to the Owner and Owner's Representative.
- I. During the progress of the job, if waste material and rubbish are found or damage resulting from the Contractor's operations is found, or the Contractor does not comply with the requirement by keeping the premises free of accumulations and correct the damage, it shall be the Owner's prerogative to hire personnel to do so; and the cost of this work will be deducted from the balance due the Contractor.
- J. Existing roof top equipment walls, windows, etc. shall be completely protected by masking or other effective methods. Any mastics or asphalt must be cleaned off metal surfaces.
- K. The Contractor is responsible for protecting all materials from the elements. If any material, such as insulation, becomes wet, it cannot be installed and must be replaced at the Contractor's expense. NOTE: Insulation and rolled roofing materials must be covered with waterproof tarps at the end of each workday. Plastic wrappers supplied by the insulation manufacturer are not acceptable substitutes for tarps. The Owner's Representative will reject any covering method or material, which does not adequately protect roofing materials.
- L. Anyone guilty of willful destruction or unlawful removal of company property will be dismissed from the job and is subject to prosecution by law.
- M. Any lawns damaged by Contractor vehicles will be restored with a stand of grass at the Contractor's expense. Any damaged pavements will likewise be restored and at the Contractor's expense.
- N. The Contractor must verify that all materials can be installed to accommodate the building design, pertinent codes and regulations, and the manufacturer's current recommendations.

- O. The Contractor will ensure that all substrates are clean, dry, sound, smooth, and free of dirt, debris, and other contamination before any materials are supplied.
- P. Any isolated areas that must be torn off and replaced will be built-up to the height of the existing roof prior to the installation of the new roofing membrane system.

1.17 WORKMANSHIP

- A. All materials will be securely fastened and placed in a watertight, neat and workmanlike manner. All workmen shall be thoroughly experienced in the particular class or work upon which they are employed. All work shall be done in accordance with these specifications and shall meet the approval of the Owner or Owner's Representative. The Contractor's representative or job supervisor shall have a complete copy of specifications and drawings on the job-site at all times.
- B. Contractor shall plan and conduct the operations of the work so that each section started on one day is complete and thoroughly protected before the close of work for that day.

1.18 INSULATION

- A. Insulation shall have accurate dimensional stability so as to properly conform to the surfaces of the roof, cants, curbs, pipes, etc. Joints between boards shall be tight and insulation shall be held back ½" from vertical surfaces and sumps. Insulation shall be protected from the weather at all times. No more insulation shall be laid than can be completely covered with roof materials on the same day. A base sheet shall not be considered as a proper weather barrier.
- B. Insulation that becomes wet during or after installation shall be removed and replaced with dry insulation. If roofing is in place, the roofing shall be also replaced. All replacing work shall be done at no added cost to the Owner.

1.19 ROOF DECK

- A. Contractor shall notify the Owner or Owner's Representative of any unforeseen areas of damaged decking. Where damage to the roof deck is found, the Contractor shall furnish the Owner with a unit price for removal and replacement of the damaged deck.

1.20 SAFETY

- A. Contractor shall conform to requirements as designated by the Canadian Federal Government, Ontario Provincial Government, and Polymer Group Inc.. Contractor shall abide by all regulations as outlined in the O.S.H.A. handbook and shall have a handbook on location at all times.

- B. Contractors hereby acknowledged that they and their workers have undergone Safety Training and shall at all times act in compliance with all NRCA and CRCA recommended safety compliance rules and regulations.

1.21 INSURANCE

- A. The following standard indemnity agreement and minimum insurance requirements are incorporated in the Specifications for all work performed by Contractors for the Owner, its affiliated and associated organizations or subsidiaries, hereinafter referred to as Owner.

1. THE CONTRACTOR AGREES TO INDEMNIFY AND SAVE THE OWNER AND OWNER'S REPRESENTATIVE HARMLESS FROM AND AGAINST ANY AND ALL COSTS, LOSS AND EXPENSE, LIABILITY DAMAGES, OR CLAIMS FOR DAMAGES, INCLUDING COST FOR DEFENDING ANY ACTION, ON ACCOUNT OF ANY INJURY TO PERSONS (INCLUDING DEATH) OR DAMAGE TO OR DESTRUCTION OF PROPERTY OF THE OWNER, ARISING OR RESULTING FROM THE WORK PROVIDED FOR OR PERFORMED, OR FROM ANY ACT, OMISSION, OR NEGLIGENCE OF THE CONTRACTOR, SUBCONTRACTOR AND THEIR AGENTS OR EMPLOYEES. THE FOREGOING PROVISIONS SHALL IN NO WAY BE DEEMED RELEASED, WAIVED OR MODIFIED IN ANY RESPECT BY REASON OF ANY INSURANCE OR SURETY PROVIDED BY THE CONTRACTOR.
2. All sub-contractors are required to file Certificates of Insurance properly completed and signed by an authorized insurance company representative before their work commences on the job or job site. No monies will be paid until the acceptable certificates are on file with the Contractor. Such certificates shall provide that there will be no cancellation, reduction or modification of coverage without thirty (30) days prior written notice to the Contractor. In the event such certificates are not provided to the Contractor prior to commencement of work, Contractor's failure to demand such certificates shall not be deemed a waiver of Subcontractor's requirement to obtain the subject insurance.
3. The Contractor shall provide and maintain standard fire, extended coverage perils, vandalism and malicious mischief insurance to protect the interest of both the Contractor and the Owner for materials brought into the job or stored on the premises. Such insurance shall be for 100% of the insurable value of the work to be performed including all items of labor and materials incorporated therein, materials stored at the job-site to be used in completing the work, and such other supplies and equipment incidental to the work as are not owned or rented by the Contractor, the cost of which are included in the direct cost of the work. This insurance shall not cover any tools, derricks, machinery, tar buckets, ladders, engines, workmen's quarters, boilers, pumps, wagons, scaffolds, forms, compressors, shanties, or other items owned or rented by the Contractor, the cost of which is not included in the direct cost of the work.

4. In accordance with Section (1.21), the Contractor and subcontractor(s) shall maintain the following insurance:
 - a. Workmen's Compensation and Employer's Liability Insurance affording:
 - 1) Protection under the Workmen's Compensation Law of the Province in which the work is performed; and
 - 2) Employer's Liability protection subject to a minimum limit of \$100,000.
 - b. Comprehensive General Liability Insurance in amounts not less than:
 - 1) A minimum of \$5,000,000 General Liability Insurance
 - 2) Personal Injury: \$2,000,000 per person
(including bodily injury) \$2,000,000 per occurrence
 - 3) Property Damage: \$5,000,000 per occurrence
 - c. Comprehensive Automobile Liability Insurance in the following minimum amounts:
 - 1) Bodily Injury \$2,000,000 per person \$2,000,000 per occurrence
 - 2) Property Damage \$2,000,000 per occurrence
 - d. This insurance shall:
 - 1) Include coverage for the liability assumed by the Contractor under this section (section 1.21.A.1) (Indemnity);
 - 2) Includes coverage for:
 - a) Premises, operations and mobile equipment liability.
 - b) Completed operations and products liability.
 - c) Contractual liability insuring the obligation assumed by the subcontractor in this agreement.
 - d) Liability which subcontractor may incur as a result of the operations, acts or omissions of subcontractors, suppliers or material men and their agents or employees; and
 - e) Automobile liability including owned, non-owned and hired automobile.

- e. All coverage will be on an occurrence basis and on a form acceptable to the Contractor.
 - 1) Include completed operation coverage which is to be kept in force by the Contractor for a period of not less than one year after completion of the work provided for or performed under these specifications;
 - 2) Not be subject to any of the special property damage liability exclusions commonly referred to as the exclusions pertaining to blasting or explosion, collapse or structural damage and underground property;
 - 3) Not be subject to any exclusion of property used by the insured or property in the case, custody or control of the insured or property as to which the insured for any purpose is exercising physical control; and
 - 4) The Certificates of Insurance furnished by the Contractor shall show by specific reference that each of the foregoing items have been provided for.
- 5. The Certificates of Insurance furnished by the Contractor as evidence of the Insurance maintained by him shall include a clause obligating the Insurer to give the Owner thirty (30) days prior written notice or cancellation of any material change in the insurance.

1.22 WORK HOURS AND DAYS

- A. When the Contract is awarded, the Contractor will contact the Owner's Representative to arrange the work schedule and the hours of the day that the workmen may be on the building. The job is to be bid under the assumption that all work will be performed on a straight time basis.

1.23 COMPLIANCE WITH LAWS

- A. The Contractor shall give notices, pay all fees, permits and comply with all laws, ordinances, rules and regulations bearing on the conduct of work.

1.24 OWNER'S RULES

- A. The Contractor and all his/her personnel/agent(s) shall abide by all rules created by the Owner. The Contractor must contact the Owner's Representative for specific information regarding the rules governing all operations of the project.
- B. The Contractor shall properly notify all employees of conditions relating to roof areas with very poor condition and which will be worked on. After such notification, the Contractor must take all necessary precautions to ensure the safety of his/her employees as well as the building personnel.
- C. THE CONTRACTOR SHALL "HOLD HARMLESS" THE OWNER, THE OWNER'S REPRESENTATIVE AND THE MATERIAL MANUFACTURER, AGAINST ANY LITIGATION ARISING FROM ANY ACCIDENTS DURING THE COURSE OF THE CONTRACT.

1.25 SAFETY AND ECOLOGY

- A. The Contractor(s) shall conform to the requirements as designated by the Canadian Federal & Provincial Governments (e.g., O.S.H.A.).

1.26 ANTI-DISCRIMINATION IN EMPLOYMENT

- A. Contractors and subcontractors shall not discriminate against any employees or applicant for employment, to be employed in performance of his/her contract, with respect to his/her hire, tenure, terms, conditions or privileges of employment because of his/her race, color, gender, sexual preference, religion, national origin, or ancestry.

PART 2 — INSTRUCTIONS TO BIDDERS

2.1 WITHDRAWAL OR MODIFICATION OF BID

- A. Any Bidder may withdraw his/her bid at any time before the scheduled closing date of the bid by appearing in person or by sending an authorized representative of the Bidder. An appointment should first be scheduled by calling the Owner's Representative. The Bidder or his/her representative shall be asked to sign, in writing that the bid was returned to him/her. After the withdrawal from the contract, the Bidding Contractor may not resubmit them.

2.2 BID OPENINGS

- A. Bids will not be opened publicly. Notice of award will be made by written correspondence.

2.3 QUESTIONS

- A. All questions regarding this bid can be directed to:
Sam de Fleuriot
Project Manager
sdefleuriot@psdssab.org

with copies to Andrew Kukkonen – akukkonen@garlandcanada.com

- B. If the Contractor feels a conflict exists between what is considered good roofing practice and these specifications, he/she shall state in writing all objections prior to submitting tender or subsequent quotations.
- C. It is the Contractor's responsibility, during the course of the work, to bring to the attention of the Owner's Representative any defective membrane, insulation, or deck discovered which has not been previously identified.

2.4 RESPONSIBILITY FOR MEASUREMENTS AND QUANTITIES

- A. The Bidding Contractors shall be solely responsible for all accuracy of all measurements and for estimating the material quantities required to satisfy these specifications.

2.5 DISCREPANCIES AND ADDENDA

- A. Should a Bidder find any discrepancies in the Drawings and Specifications, or should he be in doubt as to their meaning, he/she shall notify the Owner's Representative at once, who will send a written Addendum to all Bidders concerned. Oral instructions or decisions, unless confirmed by Addenda, will not be considered valid, legal or binding.
- B. No extras will be authorized because of the Contractor's failure to include work called for in the Addenda in his/her bid.
- C. It shall be the responsibility of all Bidders to call to the Owner's Representative's attention at the pre bid meeting, any discrepancies which may exist between or with any of the contract documents, or any questions which may arise as to their true meaning.
- D. Modifications to the specifications (if necessary) will be followed by an addendum; no verbal discussions or agreements shall be recognized.

2.6 COMPETENCY OF THE BIDDER

- A. To enable the Owner to evaluate the competency and financial responsibility of a Contractor, the low Bidder shall, when requested by the Owner, furnish the information indicated in Section 5.0 below, entitled Contractor's Qualification Statement, which shall be sworn to under oath by him/her or by a properly authorized representative of the Bidder.

2.7 DISQUALIFICATION OF BIDDERS

- A. Any one or more of the following causes may be considered sufficient for the disqualification of a Bidder and the rejection of his/her bid(s):
 - 1. Failure to attend the pre bid meeting;
 - 2. Evidence of collusion among Bidders;
 - 3. Lack of responsibility as revealed by either financial, experience or equipment statements, as submitted;
 - 4. Lack of expertise as shown by past work, and judged from the standpoint of workmanship and performance history;
 - 5. Uncompleted work under other contracts which, in the judgment of the Owner, might hinder or prevent the prompt completion of additional work if awarded; or
 - 6. Being in arrears on existing contracts, in litigation with an Owner, or having defaulted on a previous contract.

2.8 NOTICE OF AWARD

- A. The award of this contract for the work is contingent upon receipt of an acceptable bid. Any part of or all bids may be rejected. All bids shall be good for a period of sixty (60) days following the date the bids are due. The contract shall be deemed as having been awarded when the formal notice of acceptance of his/her proposal has been duly served upon the intended awarded by an authorized officer or agent of the Owner.

2.9 WARRANTY

- A. A written warranty, which will commence from date of acceptance by Manufacturer, must be supplied with the roof installation. This warranty will cover all defects in workmanship and materials. Damages caused by storm, vandalism and other trades are not included in the warranty. This warranty shall be from the manufacturer (See further, Statement of Policy), for a period of no less than 30 years.
- B. A two (2) year workmanship warranty is required from the Contractor for all remedial maintenance done under the terms of this contract.

2.10 START AND COMPLETION DATE

- A. Completion Date: October 31st, 2025.
- B. All work as required in these specifications and drawings shall be completed within sixty (60) days of the start date, or as agreed upon by the parties.
- C. Unless work is hampered by long periods of inclement weather, by due proof of material unavailability, or by strike, the Owner will assess a penalty in the amount of \$600.00 a day for each day beyond the agreed completion date.
- D. The Contractor is responsible for supplying trained workmen in proper numbers and for scheduling and laying out his/her work, so that it will be started and completed in a professional manner within the time period indicated on his/her Proposal form.
- E. If the Contractor sets equipment onto the job-site without commencing work immediately, the action will be considered "Spiking the job" which is unacceptable and will be considered a breach of contract by the Contractor; thereby, the contract will be terminated and the Contractor at no cost to the Owner, must remove his/her equipment and possessions from the job-site upon notification by the Owner.

2.11 PAYMENT

- A. Payment for materials shall only be made after the material has been delivered to the job-site. An invoice for the material must be presented to the Owner for payment. Materials are not to be delivered to the job-site until the project is ready to begin. The Contractor must provide a release of lien from the Material Manufacturer. Subsequent requests for payment can be made monthly. Final payment for the project will be made following completion,

after the final inspection has been made and an invoice presented to the Owner. A 10% retainer shall be held until delivery of the warranty.

- B. When the job in progress is interrupted for two (2) weeks or longer by causes beyond the Contractor's control such as a strike, weather, acts of God, etc., the Owner agrees to pay, upon request of the Contractor, a price equivalent to the percentage of work completed at that time. Regular progress payments shall be made for labor and/or materials.
- C. Each invoice shall be accompanied by a detailed estimate of the amounts and values of labor expended and materials purchased up to the last day of the preceding month. The amount of the invoice shall not exceed ninety percent (90%) of the labor and material values estimated for the preceding month.
- D. Such payments shall be viewed by both parties as progress payments and shall not in any way relieve the Contractor of performance obligations under this contract, nor shall such payments be viewed as approval or acceptance of work performed under this contract.
- E. Final payment shall be withheld until all provisions of the specifications are met, including all necessary clean up, and the Owner receives written verification of completion.
- F. Upon completion of the job, the Owner, the Owner's Representative, and the Contractor will make final inspection of the work done, and the Owner's Representative will sign a completion slip authorizing final payments.
- G. All payments for material used in the execution of this contract can be made by a check issued jointly, payable to the Contractor and Owner's Representative if requested by Owner's Representative.
- H. If requested by the Owner and/or Owner's Representative, the Contractor shall provide a Letter of Credit from the bank to secure payment to material supplier.
- I. Final payment shall be made to the Contractor no later than thirty (30) days after job approval, providing the Contractor submits waivers of lien with his/her final invoice indicating that all suppliers have been paid.

2.12 PERFORMANCE AND PAYMENT BOND

- A. 100 percent material and labour.

2.13 TERMINATION BY THE OWNER FOR CAUSE

- A. The Owner may terminate the contract and finish the work by whatever reasonable method he/she deems expedient if the Contractor:

1. Persistently or repeatedly refuses to supply specified materials or to provide enough skilled workers to ensure the project will be completed within the time period indicated on his/her Proposal form;
 2. Fails to make payment to sub-contractors and/or suppliers for labor and materials as stipulated in the contract documents; and
 3. Is guilty of substantial breach of a provision of the contract documents.
- B. When the Owner terminates the contract for any of the above reasons, the Contractor shall not be entitled to receive further payment until the work is finished. If the unpaid balance of the contract sum exceeds the cost of finishing the work, it will be paid to the Contractor. If the cost to finish the work exceeds the unpaid balance, the Contractor shall pay the difference to the Owner.

2.14 COMPLIANCE WITH LAWS

- A. The Contractor shall give notices, pay all fees, permits and comply with all laws, ordinances, rules and regulations bearing on the conduct of work.

PART 3 — CONTRACTOR'S INSTRUCTIONS

3.1 TAXES

- A. Contractor must comply with all provincial, federal and local taxes. The Contractor shall accept sole and exclusive responsibility for any and all provincial and federal

3.2 CONTRACTOR'S LICENSE

- A. All pertinent Federal, Provincial, and municipal licenses will be required.

3.3 QUALIFICATION OF BIDDERS

- A. Successful contractors must provide proof of membership of the Ontario Industrial Roofing Contractor's Association (OIRCA), unless preapproved by the Owner's Representative.

3.4 BUILDING PERMITS

- A. The acquisition of the applicable permits and associated costs to obtain said permits will be the responsibility of the successful Contractor. Costs for permits to be included in the bid price.

3.5 JOB COORDINATION

- A. Contractor is responsible for daily communication with the Owner and Owner's Representative relating to areas of roof work in order that the Owner may adequately protect tenant's personal belongings, and the people themselves against possible damage or injury. Contractor is also responsible for policing and protecting areas involving removal

and replacement of roof projections, defective decking or other work involving deck penetration.

- B. Seventy two hours prior to starting of the project and/or delivery of materials, the Contractor shall notify: Owner and Owner's Representative.

3.6 CLEAN-UP

- A. Accumulated debris shall be removed periodically to assure maximum safety and sanitation at all times. At completion of work, the Contractor shall remove all excess material and debris from the site and leave all roof surfaces free from accumulations of dirt, debris and other extraneous materials. The Contractor shall also remove any and all drippage of bituminous materials from the face of the buildings, floor, window, ladders and other finished surfaces.

3.7 SUPERINTENDENT

- A. The Contractor shall keep a competent superintendent, satisfactory to the Owner and Owner's Representative, on the job at all times when work is in progress. The superintendent shall not be changed without notifying the Owner and the Owner's Representative unless the superintendent ceases to be in the employ of the Contractor.
- B. The superintendent shall represent the Contractor in his/her absence and all directions and instructions given to the superintendent shall be as binding as if given directly to the Contractor.
- C. The superintendent shall be responsible for the conduct of all the Contractor's employees on the premises and shall promptly take necessary measures to correct any abuses called to his/her attention by the Owner.

3.8 INSPECTIONS

- A. Before any material applications are made, the Owner or his/her representative and the material supplier representative shall be available to ensure a complete understanding of the specification.
- B. The accepted Material Manufacturer will have a representative on site daily to verify compliance with the specifications, answer questions that may arise and provide on-going inspection services.
- C. A final inspection shall be conducted by Owner, Contractor, and the Owner's Representative upon being notified of completion of specified work and clean up.

PART 4 — STATEMENT OF POLICY

4.1 ENGINEERING

- A. In addition to high-quality products, the Material Manufacturer provides recommendations and/or specifications for the proper installation of its material. However, the Material Manufacturer does not, nor does its representative, practice engineering or architecture. The Material Manufacturer makes no judgments on, and hereby disclaims any responsibility for the soundness of any roof deck or other structural component of buildings upon which the Material Manufacturer products are applied, and further recommend a structural engineer to examine the deck conditions. Re-roofing or Ballasted Roofing Systems will require certification from a structural engineer that the structure will support the proposed additional weight.

4.2 GUARANTEES

- A. A roofing guarantee is available for review from the Material Manufacturer for the roofing systems published in these specifications. The guarantee will be issued only upon completion of all the guarantee requirements by an approved Contractor. Such guarantees cannot be altered or amended, nor may any other warranties, guarantees or representations be made by an agent or employee of the Material Manufacturer unless such alteration, amendment or additional representation is issued in writing and is signed by a duly authorized officer of the Material Manufacturer, and sealed with the Material Manufacturer seal. This guarantee does not cover cosmetic deficiencies. THE MATERIAL MANUFACTURER WILL NOT BE RESPONSIBLE FOR ANY DAMAGES TO THE BUILDING OR ITS CONTENTS OR ANY OTHER CONSEQUENTIAL DAMAGES, AND ITS RESPONSIBILITY IS LIMITED TO REPAIRING LEAKS. The Contractor will warranty the roof to the Material Manufacturer for a period of two (2) years. The Contractor will inspect the roof with the Owner's Representative 18 months after completion, and, at the Contractor's expense, correct any workmanship defects before the 24th month following completion of the project.

4.3 APPROVED CONTRACTORS

- A. The roof systems must be applied only by those contractors who have received approval from the Material Manufacturer for such installations. No guarantees will be issued when installation has been performed by a non-approved contractor.

4.4 ROOFING SEQUENCE

- A. Phase roofing is not acceptable. Any insulation or base layers laid in any one day must be covered with the properly installed roof system that same day. Failure to do so will void any warranties and no guarantee will be issued for the roofing system.

4.5 ACCEPTABILITY OF COMPLETED WORK

- A. The acceptability of completed roofing work will be based on its conformance to the contract requirement. The Material Manufacturer is not obligated to accept non-conforming work, and such non-conforming work may be rejected. The rejected work shall be promptly replaced or corrected in a manner and by methods approved by the Material Manufacturer at the Contractor's expense. The Material Manufacturer will instruct the Contractor's foreman and work crew on the proper methods of installation of the roofing system, and

will follow-up on a regular basis to inspect the work being done. Any deficiencies from the specified work noted by the Material Manufacturer will be immediately reported to the Owner, along with recommended corrective actions necessary. The Material Manufacturer will not act in a supervisory capacity, and will not be responsible for the Contractor's errors or omissions.

4.6 ASBESTOS IDENTIFICATION

- A. The Material Manufacturer routinely conducts roof surveys and inspections in order to provide recommendations and/or specifications for the use of its products. However, the MATERIALS MANUFACTURER IS NOT, NOR ARE ITS REPRESENTATIVES, CERTIFIED TO IDENTIFY, HANDLE OR MONITOR ASBESTOS IN ROOFING, DECKING OR INSULATION. THEREFORE, IT MAKES NO JUDGMENTS ON AND HEREBY DISCLAIMS ANY RESPONSIBILITY FOR IDENTIFYING, HANDLING OR MONITORING ASBESTOS. If a building owner suspects that an asbestos condition exists on or under the roof area in question, Material Manufacturer can recommend licensed laboratories and technicians that can identify, remove, dispose of, and monitor the project.

4.7 ASBESTOS LIMITATIONS

- A. The Owner has been informed, acknowledges and agrees that Material Manufacturer is not engaged in the business of identifying, abating, encapsulating or removing asbestos or asbestos containing materials from the work site and has not agreed to do so herein.
- B. IN CONSIDERATION OF THE PROVISION HEREOF, THE OWNER HEREBY AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE MATERIAL MANUFACTURER, ITS OWNERS, OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS, INCLUDING THE ENGINEER FROM AND AGAINST ANY AND ALL LIABILITIES, DAMAGES, LOSSES AND EXPENSES (INCLUDING BUT NOT LIMITED
- C. TO ATTORNEY'S FEES) ARISING OUT OF, OR RELATING TO, ANY CLAIMS, DEMANDS, OR CAUSES OF ACTION OF ANY KIND, ATTRIBUTABLE TO, ARISING OUT OF, OR RELATING TO THE PRESENCE OF ASBESTOS OR ASBESTOS-CONTAINING MATERIALS ON OR AT THE WORK SITE AND/OR THE ABATEMENT, ENCAPSULATION AND/OR THE REMOVAL THEREOF.

4.8 MOLD LIMITATIONS

- A. The Owner's representative or the owner makes no representation or warranty, express, implied, or otherwise, regarding mold, fungi, rust, corrosion or other bacteria or organism. Neither shall the owner's representative have any duty to identify, nor accept any responsibility or liability for any claims associated with mold, fungi, rust, corrosion or other bacteria or organism related claims.

4.9 PROJECT PRIVACY

A. Neither the Contractor nor any other person or entity providing services on the project shall refer to, comment on, or display (i) any materials, supplies, equipment, means and methods, project documentation, or services used or furnished or to be used or furnished on the project without the express written authorization of the owner and the person or entity whose materials, supplies, equipment, means and methods, or services are displayed, commented on, or referenced, or (ii) any person or entity performing services or providing materials for the project or the owner of the project without the express written authorization of the owner and the person or entity displayed, commented on, or referenced. This prohibition applies to all manner of publication, including social media posts, whether through video, audio, photograph, print or otherwise. This is a material term of the project's general conditions and any breach of this clause may result in the termination of the contract for cause.

SECTION 07 52 00 - MODIFIED BITUMINOUS MEMBRANE ROOFING

Purchasing

1 Beechwood Drive, Parry Sound ON P2A 1J2

(705) 774-9600

ADDENDUM 1

1. **Question:** Are we to submit a bid bond?
 - a. **Answer:** As per the tender document, submit with your bid a certified cheque in the amount of \$5,000 and an Agreement to Bond in the amount of 50% of the project cost covering the Performance of the contract and 50% covering payment of Labour & Material.
2. **Question:** What is the plan for the tree overhanging the roof?
 - a. **Answer:** The District shall cut back/trim the branches so the Roofer has unencumbered access to the roof area.
3. **Question:** Are we to raise parapets?
 - a. **Answer:** Delete current scope of work item 1.3.3 and replace with "build up perimeter wood blocking using minimum an inverted 4" wood cant (pressure treated) secured to existing cant. Nail on top of wood cants a minimum of 2 layers of 2" x 4" pressure treated lumber."
4. **Question:** Do we need an expansion joint at the tie-in to section 3A?
 - a. **Answer:** Yes, as discussed on site, replace the existing and install a new expansion joint per the specifications and drawings.
5. **Question:** Is Section 3B part of this tender?
 - a. **Answer:** Section 3B was over a small building that was demolished recently; this section is not part of the tender.
6. **Question:** At the setup area, there is a hydro line. Is this live?
 - a. **Answer:** The District shall protect this line so it is not a hazard to the Roofer.
7. **Question:** Do we need to protect the existing modified bitumen roof?
 - a. **Answer:** When moving materials, equipment, etc. over the modified bitumen roof to section 3C, protect the existing roof surface with plywood.
8. **Question:** What are we doing with the redundant curb, approx. 4' x 4'?
 - a. **Answer:** Remove and roof it in. Install new wood decking, vapor retarder, insulation, membrane, etc. to match the scope of work.
9. **Question:** Who is responsible for disconnecting, moving, and reinstalling the ductwork?
 - a. **Answer:** The District is responsible for disconnecting, moving, and reinstalling the ductwork.
10. **Question:** Who is responsible for disconnecting, moving, and reinstalling

the gas lines?

- a. **Answer:** The District is responsible for disconnecting, moving, and reinstalling the gas lines. This includes the gas line at the perimeter, which must be moved so that membrane and metal flashings can be installed.

11. Question: There is a duct penetration curb approx. 3" from the perimeter wall with the windows. How do we flash this detail?

- a. **Answer:** Fill cavity with batt insulation, then box in with plywood, sloping eastwards towards section 3D.

12. Question: Do we need to submit a hard copy for our tender submission?

- a. **Answer:** This is not mandatory. Your submission can be done electronically online.

13. Question: Is 22A Belvedere part of this tender?

- a. **Answer:** As discussed on site, replace the small ballasted EPDM/IRMA roof, the asphalt paved roof, and repair the seams on the gutter. The Bid Form has been revised to reflect this additional work.
- b. Scope of Work 22A Belvedere:
 - i. Seal 4 gutter seams with MFM Powerbond or equivalent.
 - ii. Install new scupper downspouts.
 - iii. Remove and dispose of railing around paved roof and ballasted EPDM/IRMA roof.
 - iv. Replace EPDM roof: remove existing roof system to deck. Set aside existing ballast and insulation for reinstallation. Dispose of existing metal.
 - v. Replace paved topping roof: Jackhammer existing adjacent paved topping and dispose of.
 - vi. Check deck on both sections for damage and repair as authorized/as required.
 - vii. Prime deck at a rate of approx. 0.5 – 1.0 gallons per 100 sq. ft.
 - viii. Install a wood fibre cant in hot or cold process.
 - ix. Install 1ply 80 mil modified membrane in type III hot asphalt at EVT or cold process adhesive as per manufacturer's coverage rates (approx. 2 – 2.5 gallons per 100 sq. ft.).
 - x. Install 1ply 170 mil mineral-surfaced modified membrane in type III hot asphalt at EVT or cold process adhesive as per manufacturer's coverage rates (approx. 2 – 2.5 gallons per 100 sq. ft.)
 - xi. Install flashings with 1ply 40 mil modified membrane and 1ply 170 mil mineral surface modified membrane for both roof areas; install 6" to 8" above cant and finished with termination bar, or up and over perimeter and back-nail on outer perimeter. Adhere using type III hot asphalt at EVT or cold-process adhesive at a rate of approx. 2-3 gallons per 100 sq. ft.
 - xii. Replace scupper boxes on IRMA side.
 - xiii. Butter vertical flashing seams with 3-course elastomeric mastic and mesh.
 - xiv. If new roof areas were installed with cold adhesive, allow to cure approx. 30 days.

- xv. For IRMA roof, install new 6 mil poly slip sheet.
- xvi. Reinstall insulation.
- xvii. Install new Fabrene mat.
- xviii. Reinstall ballast.
- xix. For paved topping roof area, install new fibrated aluminized reflective coating at a rate of approx. 2 gallons per 100 sq. ft.
- xx. Install new 24 gauge series 8000 metal counter flashing for both roof areas; metal to extend to roof surface and cover flashing membrane.

Site Pictures 1 Beechwood & 22A Belvedere:

<https://www.dropbox.com/scl/fo/judhj80p21zjscl849xt/ACZFw4g0nB5oHMPjdivKCJU?rlkey=n7zpkkixscrj73nf17h07cz7d&dl=0>

END OF ADDENDUM

DISTRICT OF PARRY SOUND SOCIAL
SERVICES ADMINISTRATION BOARD

RFT-25-1BCW

ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

MEMBRANE MANUFACTURER REQUIRED QUALIFICATIONS

All the requirements and documentation outlined in Appendix A, B, and C of this section shall be provided by manufacturers of the mineral-surfaced modified bitumen membrane no later than 7 (seven) days before close of bidding.

DISTRICT OF PARRY SOUND SOCIAL
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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

APPENDIX A

MODIFIED MEMBRANE MANUFACTURER SERVICES

1. The modified membrane roofing manufacturer's representative, and roof installation progress and quality inspector, shall be the same person and shall meet the following qualifying requirements:
 - .1 Shall have been directly employed by the manufacturer for a minimum of five years.
 - .2 Shall have the back-up if so required, of a field manager with a minimum of 15 years experience of full term employment with the same membrane roofing manufacturer.
2. To better serve the Building Owner's needs and thus informed roofing decision making, the same roofing membrane manufacturer's representative shall meet these additional qualifying requirements:
 - .1 Initially determine roofing needs and problems.
 - .2 Conduct detailed visual roof inspections to determine these needs.
 - .3 Perform core sample analysis as (required).
 - .4 Schedule laboratory analysis (as required)
 - .5 Provide photographic records (as required).
 - .6 Provide infra-red (thermographic) analysis (as required).
 - .7 Prepare detailed scaled roof plan diagrams.
 - .8 Provide all above findings in a detailed roof report compilation to the Building Owner (accessed via the web as required) as well as in hard copy. This shall include, but not be limited to the following (these are minimum requirements):-
 - .1 Make maintenance and replacement recommendations.

APPENDIX A CONTINUED

DISTRICT OF PARRY SOUND SOCIAL
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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

- .2 Assist in establishing priorities.
- .3 Prepare planned roof management program.
- .4 Recommend systems and materials based upon roof life-cycle costs, expected value received, regional weather conditions and long-term warranty requirements.
- .3 To better serve the Building Owner's value received with regard to the lead up to the roofing contract, all stages of the project, and follow through to completion and beyond; the same roofing membrane manufacturer's representative shall provide the following:
 - .1 Write detailed specifications with scaled diagrams.
 - .2 Assist in approved, quality roofing contractor selections.
 - .3 Conduct pre-bid, on-site meetings with prospective bidding contractors.
 - .4 Review bids received with the Building Owner to ensure value received.
 - .5 Conduct a pre-project start-up meeting with the Building Owner and Contractor to ensure that all aspects of the project are understood and are acceptable to all parties concerned.
 - .6 Shall inspect roof installation roof work in progress a minimum of once a day for each days work undertaken to ensure full compliance with the specifications. An inspector temporarily employed by the roofing membrane manufacturer is not acceptable.
 - .7 Shall provide a weekly report showing details for each days work undertaken, These details shall include pictures and notes for each stage of the work, including all layers of the built up roof system. This report shall be provided in an e-mail format.
 - .8 Shall be on call to appear at the work site within 3 hours of being summoned by the Building Owner or Roofing Contractor.
- .4 The roofing membrane manufacturer shall issue to the Building Owner a long-term, 30 year No Dollar Limit, non-prorated, labour material, and workmanship leak-free guarantee for the modified bitumen membrane roof system.

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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

APPENDIX A CONTINUED

- .5 The roofing membrane manufacturer shall conduct annual follow-up inspections to ensure integrity of the roof system and maintenance (if required).
- .6 To better serve the Building Owner, and to ensure value received; the roofing membrane manufacturer shall provide a list showing:
 - .1 A minimum of 15 modified bitumen membrane roof systems installed within a term of no less than 5 years ago, of which 5 of these systems have been installed over 10 years ago within Ontario. Provide facility names, location of the roof sections, full addresses, contact names and phone numbers. Provide Roofing Contractor name, address, contact name and phone number for each of these roof systems installed. *Such information received shall be held in strict confidence and used to evaluate the integrity and quality of the proposed roof system only.*
 - .2 Each listed roof system shall exceed 10,000 sq. ft.
- .7 The modified bitumen membrane shall exceed the standards as listed in Appendix B (next).
 - .1 The test results for such will only be acceptable from an accredited, industry, recognized testing laboratory. The membrane manufacturer's own test results, spec/data sheets or brochures are not acceptable.
- .8 The modified bitumen membrane manufacturer shall provide and prove the recognized test for proper rubber/asphalt dispersion in a polymer modified bituminous membrane (appendix C) last.
- .9 The modified bitumen membrane shall be proved to have been in continuous manufacture for a minimum of 25 years.
- .10 The modified bitumen membrane manufacturer or supplier shall be the actual membrane manufacturer. Brand naming a membrane that has been manufactured by another manufacturer other than the manufacturer is not acceptable.

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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

APPENDIX B

MODIFIED MEMBRANE MINIMUM PERFORMANCE PARAMETERS

The modified bitumen membrane to be employed shall be compliant with CGSB 37-GP-56M standards and meet the following performance criteria:

1. It shall be surfaced with mineral granules for ultra violet protection.
2. It shall be high strength, ultra violet resistant membrane designed for use as the top waterproofing and reinforcement layer of the built-up roofing system, the base two plies of which are fibreglass felts.
3. It shall be a minimum of 170 mils in thickness with a fibreglass/polyester scrim sandwiched between a compound of high penetration index asphalt. The asphalt will be modified with a blend of styrene butadiene styrene (SBS) and styrene isoprene styrene (SIS).
4. The minimum percentage of the SBS/SIS blend shall be 22%*.
** Evenly Dispersed Rubber: Refer to attached Appendix C for "Test for Proper Rubber/Asphalt Dispersion in Polymer Modified Bituminous Products"*
5. The bitumen portion shall be entirely asphaltic hydrocarbons with no plasticizers, coal tar pitch or other ecologically harmful fractions.
6. Physical properties.
 - a. **Tensile strength** at 73.4 ± 3.6 degrees Fahrenheit (ASTM 5147)
Maximum load
Machine direction: 1100 lbs/in (193 kN/m).
Cross machine direction: 1000 lbs/in (175 kN/m).
 - b. **Low Temperature Flexibility** (ASTM D5147)
Passes at minus -50°F (-45°C)
 - c. **Tear Strength** at 73.4 ± 3.6 degrees Fahrenheit (ASTM 5147)
Machine direction: 1800 lbs/in (8007 N).
Cross Machine direction: 1900 lbs/in (8452 N).
 - d. **Elongation** (ASTM D5147)
Machine direction: 15.0%
Cross Machine direction: 15.0%
 - e. **Recycled Content**
LEED NC. 2.2
Post Consumer Recycled Content: 5.0%

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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

APPENDIX C

TEST FOR PROPER RUBBER/ ASPHALT DISPERSION IN POLYMER MODIFIED BITUMINOUS MEMBRANES

Ultra-Violet Analysis

Criteria for Proper Mixing

For a material to be considered a proper blend, it must show certain distinguishing qualities under ultra-violet microscopy analysis. The polymer, fluorescing region, must be a continuous phase and take up the majority of the analysed area. The asphalt, non-fluorescing region, must be completely dispersed throughout the continuous polymer region and be of a small and uniform dispersion. The blend will not be considered adequately mixed if the phase shows large aggregations of either polymer or bitumen suspended throughout the main continuous phase, or if the continuous phase does not show fluorescence and in fact is comprised of non-polymeric material.

Filled or further modified blends may show some aggregation of material due to the specific reflective qualities of the additives. These results should be recorded and be used for complete and accurate analysis of the blends.

Sample and Test Procedure

The samples should be taken randomly from a stock roll of material. An analysis of the material should be run for the above criteria of blending. The compound shall be removed from the reinforcing fabric by scraping a cold sample. The sample should be cooled to at least negative 40 degrees Fahrenheit before removal should be attempted. An initial analysis of the sample should be done before the coating is removed, but the examined removed coating should be the criteria for the actual analysis of the coating.

The product should first be analysed under 20% filtered UV light and 10 power lens to avoid damaging the sample by the intense UV light. If the sample is felt to be inadequately mixed, the material will be rejected.

Results and Reports

The blend should be examined for all above criteria in the prescribed manner. Any non-compliant and compliant qualities of the blend should be noted and recorded for analysis both

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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

verbally and by photograph.

Job Site Verification

The Owner's representative reserves the right to spot check material on the job site and test the material as stated above. Any material found not in compliance will be cause to stop the project and remove all of that manufacturer's material from the job site at the expense of the manufacturer and/or contractor. The Owner's representative will have the right to require material be used from a manufacturer that can meet the testing requirement.

Test Procedure for Ultra-Violet Analysis

Criteria for Proper Mixing

For a material to be considered a proper blend, it must show certain distinguishing qualities under ultra-violet microscopy analysis. The polymer, fluorescing region, must be a continuous phase and take up the majority of the analysed area. The asphalt, non-fluorescing region, must be completely dispersed throughout the continuous polymer region and be of a small and uniform dispersion. The blend will not be considered adequately mixed if the phase shows large aggregations of either polymer or bitumen suspended throughout the main continuous phase, or if the continuous phase does not show fluorescence and in fact is comprised of non-polymeric material.

Filled or further modified blends may show some aggregation of material due to the specific reflective qualities of the additives. These results should be recorded and be used for complete and accurate analysis of the blends.

Sample and Test Procedure

The samples should be taken at the proposed completion time for blending on the batch sheet. An analysis of the material should be run for the above criteria of blending. Samples should be collected in small aluminium containers adequately sized for use under the UV microscope. Samples that contain high quantities of solvent should be dried in an air-circulated oven prior to analysis. If the product is already coated onto a scrim the modified bitumen should be removed by scraping a cold sample. The sample should be cooled to at least negative 40 degrees Fahrenheit before removal should be attempted. An initial analysis of the sample should be done before the coating is removed, but the examined removed coating should be the criteria for the actual analysis of the coating.

The product should first be analysed under 20% filtered UV light and 10 power lens to avoid damaging the sample by the intense UV light. If the sample is felt to be inadequately mixed the

batch is held for continued mixing. Only after proper dispersion, in correlation to the above criteria, will the batch be considered properly mixed and okayed for shipping or dropping on

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ROOF REPLACEMENT – 1 BEECHWOOD DRIVE, PARRY SOUND

membranes.

Results and Reports

The blend should be examined for all above criteria in the prescribed manner; any non-compliant and compliant qualities of the blend should be noted and recorded for analysis both verbally and visually by photograph, if necessary.

TENDER
FOR
Roof Replacement at 1 Beechwood Drive.
Parry Sound, ON
RFT25-1BCW

There is a Mandatory Attendance Meeting scheduled for Monday May 26th at 11:00 AM.
The location and details are listed within the RFT document under section 2.1.

Respondents **MUST** be in attendance and registered at the meeting in order for their submission to be considered in the evaluation process.

ISSUE DATE:	Friday, May 16, 2025
CLOSING DATE:	Friday, June 6, 2025
TIME:	14:00 local time
LOCATION:	1 Beechwood Drive, Parry Sound, ON P2A 1J2
LATE TENDERS WILL NOT BE ACCEPTED. THE LOWEST OR ANY TENDER MAY NOT NECESSARILY BE ACCEPTED	

1. Tenders to be in a sealed envelope and clearly marked:

Attention: Sylvia Roy, CFO
Tender for Roof Replacement at: 1 Beechwood Drive., Parry Sound, ON

2. Tender documents are available on the issue date at: 1 Beechwood Drive, Parry Sound or 16 Toronto Ave., South River, and/or via web at: www.psdssab.org
3. Project bid bond & security applicable (see specifications for further details)

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SECTION 07 52 00 – MODIFIED BITUMINOUS MEMBRANE ROOFING_____	32 to 46
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SUBMISSION LABEL_____	1 page
DRAWINGS/DETAILS_____	8 pages

INSTRUCTIONS TO BIDDERS

SECTION 1 - GENERAL CONDITIONS

1.1 FORM OF TENDER

All Tenders must be **submitted upon the documents provided, duly completed & signed (where applicable)**, placed in a **sealed envelope** and must include:

- **Bid Form**
- **Schedule of Items & Prices**
- **Bidder Information**

Tender submissions must be clearly marked, on the outside, "Tender for Roof Replacement at 1 Beechwood Drive, Parry Sound, ON." and the submission label must be utilized and clearly visible on the outside of the envelop.

1.2 DEFINITIONS

Corporation:	Refers to District of Parry Sound Social Services Administration Board
Owner:	Refers to District of Parry Sound Social Services Administration Board
Bidder:	Refers to any eligible entity providing a Tender
Successful Bidder:	Refers, in the event of an award, to the selected Bidder
Contractor:	Refers, in the event of an award, to the selected Bidder
Director:	Means District of Parry Sound Social Services Administration Board or such other person, partnership or Corporation as may be authorized by the corporation to act on their behalf in any particular capacity.

1.3 TENDER CLOSING

Tender submissions must be received by District of Parry Sound Social Services Administration Board, 1 Beechwood Ave., Parry Sound Ontario P2A 1J2 OR 16 Toronto Ave., South River, ON on/before:

14:00 local time, Friday June 6, 2025

The Corporation is not responsible for submissions, which are not properly marked and/or delivered to any other location, than that specified herein.

1.4 ELECTRONIC SUBMISSIONS

Electronically transmitted submissions (facsimile, e-mail, etc.) will NOT be accepted for this Tender.

1.5 INQUIRIES/CLARIFICATION

Inquiries must be received no later than 14:00, May 30, 2025 otherwise a response may not be provided.

1.6 LATE SUBMISSIONS

Tenders received after the official closing time will not be considered during the selection process and will be returned unopened to the respective Bidder.

1.7 WITHDRAWAL OR ALTERATION OF TENDERS

A Bidder who has submitted a Tender may submit a further Tender at any time up to the specified time and date for tender closing. The last Tender received shall supersede and invalidate all Tenders previously submitted by that Bidder for this contract.

A Bidder may withdraw or alter the Tender at any time up to the specified time and date for tender closing by submitting a letter bearing the Bidder's signature to the authorized representative who will mark thereon the

time and date of receipt and will place the letter in the tender box. The Bidder's name and the contract number shall be shown on the envelope containing such letter. Telegrams, facsimiles (faxes), or telephone calls will not be accepted. Tenders withdrawn under this procedure cannot be reinstated.

1.8 EXAMINATION OF TENDER DOCUMENTS

Each Bidder must satisfy himself/herself by a personal study of the Tender documents, by calculations, and by personal inspection of the site, respecting the conditions existing or likely to exist in connection with the

proposed work. There will be no consideration of any claim, after submission of Tenders, that there is a misunderstanding with respect to the conditions imposed by this **REQUEST FOR TENDER**.

Prices bid must include all incidental costs and the Bidder must be satisfied as to the full requirements of the Tender. No claims for extra work will be entertained and any additional works must be authorized in writing prior to commencement. Should the Bidder require more information or clarification on any point, it must be obtained prior to the submission of the Tender.

1.9 COMPLETION OF THE TENDER

The Form of Tender including the Schedule of Items and Prices and other relevant documents, must be completed in hard copy. All entries shall be clear, legible and made in a non-erasable medium. Entries must be made for unit price, lump sum, extensions and totals as appropriate. All items shall be tendered according to instructions contained within the Tender Documents.

Alterations may be made provided they are legible and initialed by the Bidder's signing officer. Tenders which are incomplete, conditional, illegible or obscure, or that contain additions not called for, reservations, erasures, alterations incorrectly submitted, or irregularities of any kind may be rejected.

In the event of a discrepancy between the unit price and the total price, the unit price shall prevail.

1.10 OMISSIONS, DISCREPANCIES AND INTERPRETATIONS

Should a Bidder find omissions from or discrepancies in any of the Tender Documents or should the Bidder be in doubt as to the meaning of any part of such documents, the Bidder should notify the designated person and office without delay. If the designated person considers that a correction, explanation or interpretation is necessary or desirable an addendum will be issued to all who have received Tender Documents.

No oral explanation or interpretation will modify any of the requirements or provisions of the Tender Documents.

1.11 ADDENDA

If required by the Corporation, an addenda will be distributed to all bidders registered as a document taker for this bid. Addenda will be distributed using the latest contact information as provided by the Bidder. It is the Bidder's responsibility to notify the Corporation of any changes to their email or mailing address. It is the Bidder's ultimate responsibility to ensure all addenda have been received.

Bidders shall be required to acknowledge receipt of addenda on the Tender Form contained in the bid document.

1.12 ACCEPTANCE OR REJECTION OF TENDER

1.12.1 The Corporation reserves the right to reject any or all tenders and to waive formalities as the interests of the Corporation may require without stating reasons therefore.

Notwithstanding and without restricting the generality of the statement immediately above, the Corporation shall not be required to award and accept a tender, or recall the Tenders at a later date:

- a) When only one (1) tender has been received as result of the Tender call;
- b) Where the lowest responsive and responsible bidder substantially exceeds the estimated cost of the goods or service;
- c) When all tenders received fail to comply with the specifications or Tender terms and conditions;
- d) Where a change in the scope of work or specifications is required the lowest or any tender will not necessarily be accepted. The acceptance of a tender will be contingent upon an acceptable record of ability, experience and previous performance.

1.12.2 The Corporation shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any Bidder by reason of the acceptance or the non-acceptance by the Corporation of any tender or by reason of any delay in the acceptance of a Tender except as provided in the tender document.

1.12.3 Each tender shall be open for acceptance by the Corporation for a period of sixty (60) calendar days following the date of Closing.

1.12.4 Where the tender documents do not state a definite delivery/work schedule and a submitted

tender is based on an unreasonable delivery/work schedule, the tender may be rejected.

1.13 TENDER AWARD PROCEDURES

Unless stated otherwise the following procedures will apply:

- 1.13.1** The Corporation will notify the successful Bidder that his/her Tender has been accepted, within sixty (60) calendar days of the Tender closing.
- 1.13.2** Notice of acceptance of Tender will be by telephone and/or by written notice.
- 1.13.3** Immediately after acceptance of the Tender by the Corporation, the successful Bidder shall provide the Corporation with any required documents within fourteen (14) calendar days of the date of notification of award.
- 1.13.4** Following receipt of the documents, the successful Bidder will receive written authority, in the form of a signed Contract Agreement or Purchase Order.

1.14 RESPONSIBILITY FOR DAMAGES

The successful Bidder shall indemnify and save harmless DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD from and against all claims, demands, loss, cost, damages, actions, suits or other proceedings by whomsoever made, brought or executed by, or attributed to any such damages, injury or infringement as a result of activities under this Tender.

1.15 ABILITY AND EXPERIENCE OF BIDDER

It is not the purpose of DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD to award this contract to any Bidder who does not furnish satisfactory evidence of possessing the ability and experience in this class of work and sufficient capital and plant resources to ensure acceptable performance and completion of the Tender.

Unless otherwise stated, Bidders must complete and submit with their submission, the Ability and Experience Form included with this document.

The following criteria will be utilized by the Corporation to determine whether a Bidder is qualified to undertake the award;

- i) The Bidder's ability and agreement to complete the work within the required schedule;
- ii) The Bidder's ability to work effectively with the Corporation staff, consultants and other representatives;
- iii) The Bidder's ability to effectively manage and do the work using the named project representative and any submitted and subcontractors and, others that may share the work areas;
- iv) The Bidder's history with respect to quality of work, scheduling, providing satisfactory results and acceptable cooperation;

A Bidder is invited to provide any additional information it determines will assist the Corporation in using the aforementioned criteria. The Corporation may reject the lowest or any submissions if after investigation and consideration, the Corporation concludes, in its opinion, that the Bidder is not qualified to do the work and/or cannot do the work and perform the contract in a manner satisfactory to the Corporation.

1.16 CHARACTER AND EMPLOYMENT OF WORKERS

The successful Bidder shall employ only orderly, competent and skilful workers to ensure that the works are carried out in a respectable manner.

In the event that any person employed by the successful Bidder in connection with the work arising out of this Tender gives, in the opinion of the Corporation just cause for complaint, the successful Bidder upon notification by the Corporation in writing, shall not permit such person to continue in any future work arising out of this work.

1.17 LIMITED LIABILITIES

The Corporation's liability under this Tender shall be limited to the actual goods/services ordered and provided.

1.18 BIDDER EXPENSE

Any expenses incurred by the Bidder in the preparation of the Tender submission are entirely the responsibility of the Bidder and will not be charged to the Corporation.

1.19 PROTECTION OF WORK & PROPERTY

The successful Bidder shall provide continuous and adequate protection of all work from damage and shall protect the Owner's property from injury or damage arising from or in connection with this work. The successful Bidder shall make good any such damage or injury.

1.20 REGULATION COMPLIANCE AND LEGISLATION

The successful Bidder shall ensure all services and products provided in respect to this Tender are in accordance with, and under authorization of all applicable authorities, Municipal, Provincial and Federal legislation.

1.21 ASSIGNMENT OF CONTRACT

The successful Bidder shall not assign transfer, convey, sublet or otherwise dispose of this contract or his/her right, title or interest therein, or his power to execute such contract, to any other person, company or corporation, without the previous consent, in writing, of the Corporation's officials, which consent shall not be unreasonably withheld

1.22 CANCELLATION

1.22.1 The Corporation reserves the right to immediately terminate the Contract at it's own discretion, including but not limited to such items as non-performance, late deliveries, inferior quality, pricing problems, etc.

1.22.2 If the successful Bidder should neglect to execute the work properly or fail to perform any provision of this Award, the Corporation, after three (3) business days written notice to the successful Bidder, may, without prejudice to any other remedy in existence, make good such deficiencies and may deduct the cost thereof from any payment then and thereafter due to the successful Bidder. Continued failure of the successful Bidder to execute the work properly shall result in a termination of Contract. The Corporation shall provide written notice of termination.

1.22.3 The Corporation may elect to terminate the Contract if the original terms and conditions are significantly changed, giving thirty (30) calendar day's written notice to the successful Bidder.

1.22.4 Either party may terminate the Contract by giving the other party sixty (60) calendar day's written notice, giving reasons acceptable to the other. A period of less than sixty (60) calendar days to terminate the contract may be negotiable if mutually agreeable among the parties involved in the Contract.

1.22.5 Failure to maintain the required documentation during the term of this contract may result in suspension of the work activities and/or cancellation of the contract.

1.23 GOVERNING LAWS

This TENDER and subsequent contract/agreements will be interpreted and governed by the laws of the Province of Ontario.

1.24 FREEDOM OF INFORMATION

Any personal information required on the Tender Form is received under the authority of the Municipal Freedom of Information and Protection of Privacy Act, 1989, RSO, 1990. This information will be an integral component of the tender submission.

All written Tenders received by DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD become a public record, once a Tender is accepted by DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD, and a contract is signed, all information contained in them is available to the public, including personal information.

SECTION 2 – SPECIFIC CONDITIONS

2.1 MANDATORY ATTENDANCE INFORMATION MEETING

The Corporation will conduct a “**Mandatory Attendance**” Information Meeting as follows:

Date: May 26

Time: 11:00 AM

Location: 1 Beechwood Drive, Parry Sound, ON (Front entrance)

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD staff and our contracted representative will provide a brief overview of the project and expectations followed by a question and answer period for Respondents.

There will be an opportunity for all to view the roof and building at this time.

Respondents **MUST** be in attendance and registered at the meeting in order for their submission to be considered in the evaluation process. Meeting will commence PROMPTLY at 11:00 AM.

- **AWARD**

It is the intention of the Corporation to award the work of this Tender in whole to one bidder. All items within an individual Schedule shall be completed in full.

The lowest or any Tender may not necessarily be accepted.

The Owner reserves the right to reduce or increase each line item within the tender.

- **EXAMINATION OF SITE**

The Bidder shall visit the site of the work before submitting a tender and shall make its own estimate of the facilities and difficulties that may be encountered and of the nature of the subsurface conditions. The bidder shall not claim at any time after submission of the tender that there was any misunderstanding of the terms and conditions of the Contract related to site conditions.

- **BUDGET APPROVAL**

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD reserves the right to remove and/or delay portions of the contract dependant upon approvals and/or budgetary restraints.

- **COMPLETION OF WORK**

The work-timing window for this project will be from July, 2025 to October 31st, 2025.

All work for this Tender shall be completed by October 31st, 2025 without exception.

- **PRICING**

No alterations, additions or deletions from the accepted Tender price will be permitted by the Contractor/Bidder without the prior written approval of the Corporation.

- **PAYMENT**

Payments shall be made based upon the unit price per unit of measure as indicated on the Schedule of Items and Prices.

- **QUANTITIES**

The Quantities indicated on the Schedule of Items and Prices are estimated only and may be subject to change or elimination without altering the contracted price.

- **PERFORMANCE**

Any undue delays and/or costs incurred by the Corporation due to inefficiencies in performance on behalf of the successful Bidder shall be deemed to be the responsibility of that Bidder and as such will be deducted from the payment for work and or the performance deposit.

- **LIQUIDATED DAMAGES**

The successful Bidder agrees that in the event the work of this contract is not completed by the date set forth in item no. 2.5, damage will be sustained by the Corporation, and that it is and will be extremely difficult to ascertain and determine the actual damage which the Corporation will sustain in the event of a delay and the successful Bidder shall pay to the Corporation the sum of ONE THOUSAND FIVE HUNDRED (1500.00) dollars per day for liquidated damages for each and every working day delay in finishing the work after the date set forth in item no. 2.5 and it is agreed that this amount is an estimate of the actual cost to the corporation for Engineering, Inspection, Supervision, and continuing Maintenance which will accrue during the period after the completion date.

The successful Bidder shall not be assessed with Liquidated Damages for any delay caused by Acts of God or the Public Enemy, Acts of the Province or any foreign state, fires or floods not caused by the successful Bidder's negligence, epidemics, quarantine restrictions, or delays of sub-contractors due to such causes.

- **BID SECURITY AND BOND**

Submit with your Bid, a certified cheque in the amount of \$5,000.00 and an Agreement to Bond in the amount of 50% of the project cost covering the Performance of the contract and 50% covering payment of Labour & Material, in name of approved Surety made payable to "District of Parry Sound Social Services Administration Board" in the amount stated in Bid Form.

Bids not accompanied by Bid Security will be declared informal and not accepted.

Bid Security will be returned to Bidders as promptly as possible after execution of Contract Documents.

Bid security is to ensure that Bidder will, within 15 days of acceptance of bid:

- (a) execute Contract on Form included in Bid Documents to which the signature(s) shall be affixed.

Bid Security shall remain in force for period of 60 (sixty) days from date of submission of Bids.

- **GUARANTEE AND WARRANTY**

The Contractor guarantees and warrants that with ordinary wear and tear the work shall, until the end of the 24 months period of maintenance, remain in such condition as will meet with the approval of the Owner, and that he will be responsible for expeditious rectification in a manner satisfactory to the Owner, and for the cost thereof, of any imperfect work due to or arising from materials, equipment or plant incorporated into or used in the construction, that is discovered by any means at any time prior to the issuance of the Final Certificate.

The Owner shall decide as to the nature, extent, cause of, and responsibility for imperfect work and the necessity for and the method of rectification thereof.

The Contractor will rectify imperfect work expeditiously and in accordance with the time preset or as directed by the Owner's representative.

- **EXTRA WORK**

No work shall be regarded as extra work, unless it is ordered in writing by the Corporation and with the agreed price for the same specified in said order, provided said price is not otherwise determined by this Tender. A statement of the cost of extra work shall be made within thirty (30) calendar days after the completion of the said extra work.

- **HARMONIZED SALES TAX (HST)**

H.S.T. is applicable to the item(s) listed, however, is not to be included in the tendered unit cost. Please tender all prices "HST Extra"

Until the government releases further details on the transition rules and the enabling legislation is passed on the proposed Harmonized Sales Tax, the Contractor is to assume the existing sales tax regime in determining the Annual Lump Sum Price.

- **TERMS OF PAYMENT**

Unless otherwise stated herein, the Corporation's normal terms of payment will be Net Thirty (30) calendar days from the Receipt of Goods/Services or the Date of Invoice, whichever occurs later. Invoices shall be forwarded to the attention of:

District of Parry Sound Social Services Administration Board
Accounts Payables
1 Beechwood Ave., Parry Sound, ON P2A 1J2
Email copies to: sdefleuriot@psdssab.org & akukkonen@garlandcanada.com

All invoices will be subject to a ten percent (10%) holdback as per the Construction Lien Act. Upon approval of all project deliverables, the holdback will be released.

- **GENERAL LIABILITY INSURANCE**

The comprehensive policy of public liability and property damage insurance shall not be less than **Five Million Dollars (\$5,000,000.00)** per incident. The successful Bidder agrees to complete the work in accordance with the Tender, agrees to provide proof of an insurance policy in the amount of not less than **Five Million Dollars (\$ 5,000,000.00)**, per incident, to indemnify DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD against any damages occasioned through any act, omission or neglect of the successful Bidder while carrying out the work under this Tender.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD shall be included as an "additional insured" on the comprehensive policy of public liability and property damage insurance of the Successful Bidder immediately subsequent to award and, prior to commencement of any work under this award.

The Contractor shall provide property insurance and shall name the following parties as additionally insured:

- DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
- The Material Manufacturer
- Housing Services Corporation

and shall insure the Contractor and the above named in the same manner and to the same extent as if a separate policy had been issued to each.

Any property damage deductible, in accordance with the General Conditions, shall be the responsibility of the Contractor.

Contractors are hereby specifically notified that any loss or damage to the work caused by the action of the elements including rain storms, wind storms, floods, etc., shall be sustained and borne by the Contractor at his own expense. Any material and additional work required to make good any loss or damage to work previously completed shall be borne at the cost of the Contractor and no claims for extra payment will be considered.

- **VEHICLE LIABILITY INSURANCE**

The Successful Bidder shall, throughout the term of the Contract, obtain and maintain in force, vehicle liability insurance (for all licensed vehicles & equipment) in a combined amount of not less than **Two Million Dollars (\$2,000,000.00)**, per occurrence, against claims for bodily injury and/or property damage including claims against the successful Bidder under any hold harmless or indemnity provisions of the Contract in respect of motor vehicles owned or leased by the successful Bidder which are required by law to be licensed.

The successful Bidder will be required to submit a copy of their insurance policy or Certificate of Insurance upon award.

- **WORKPLACE SAFETY & INSURANCE BOARD**

The successful Bidder shall provide the Corporation with a copy of the Workplace Safety & Insurance Board's Clearance Certificate indicating the successful Bidder's good standing with the Board:

- a. Upon award;

- b. Prior to the expiration of the contract Period; and
- c. At any other time when requested by the Corporation.

- **HEALTH AND SAFETY**

The successful Bidder, **prior** to commencement of work, must execute a "Contractor Health and Safety Responsibility Agreement" as supplied by the client.

The successful contractor will be expected to work in accordance with the Occupational Health and Safety Act (re: duties of Constructors and duties of employers) and applicable regulations. Health and Safety legislation and Environmental legislation and regulations are considered the minimum requirement the Firm must meet.

- **SUPERVISION OF LABOUR**

The successful Bidder shall keep on the jobsite a competent foreperson and any necessary assistants, all satisfactory to the Corporation's Representative. The foreperson shall represent the successful Bidder in his/her absence and at the Corporation's Representative's directions given to him are as binding as if given to the successful Bidder.

- **SUBCONTRACTORS**

No portion of the work under this award may be subcontracted without the written authorization of the Corporation. The Successful Bidder is fully responsible to the Corporation for the acts and omissions of Subcontractors and/or persons directly or indirectly engaged by the Successful Bidder in respect to this work. Sub-Contractors will be required to abide by all the requirements of the Tender document as though the primary Successful Bidder (Insurance, WSIB, Health & Safety Policy, etc.). The Successful Bidder agrees to bind every Subcontractor by the terms of the Contract documents as far as it is applicable to their work.

Bidders must complete and submit with their tender, the Subcontractor Form included with this document.

- **DOCUMENTS TO BE RECEIVED AFTER AWARD**

Upon Award, the successful bidder will supply the following:

- **Liability Insurance naming each Owner as an additional insured in the amount of \$5,000,000**
- **Current WSIB clearance certificate**
- **Contractor Health and Safety Responsibility Agreement**
- **Completed notice of project filed with the MOL**

- **BASIS FOR PAYMENT**

Each Owner shall reimburse the Contractor for each unit listed within the Tender.

No allowance shall be made for travel time to and from the job site.

- **DAMAGE BY CONTRACTOR**

The Contractor shall make financial compensation before the end of this contract at his own expense any damage caused by his work to any material, equipment, and property located on the project.

- **TENDER SELECTION CRITERIA**

The acceptance of a Tender will be contingent upon, however not limited to, the following considerations:

- Ability to meet or exceed all specifications and requirements;
- Ability and Experience;
- Compliance with Tender process;
- Tendered Price

- **INQUIRIES**

Inquiries concerning this tender in its entirety are to be directed to:

Sam de Fleuriot
Project Manager
sdefleuriot@psdssab.org

Clarification of questions will be answered individually, but response(s) to any question that modifies the scope of the Request for Tender will be circulated in writing as a Request for Tender Addendum to all registered document takers who have received the Request for Tender document from the Corporation.

Inquiries must be received no later than May 30, 2025; otherwise a response may not be provided.

SECTION 2 - GENERAL PROJECT CONDITIONS (00 72 00)

PART 1 — GENERAL

1.1 DEFINITIONS

- A. The contract document consists of the AGREEMENT, the GENERAL CONDITIONS of the contract, the DRAWINGS and the SPECIFICATIONS, including all revisions hereto.
- B. The Owner, the Contractor and the Owner's Representative shall be indicated as such throughout these documents. The term Contractor as used herein shall designate the successful bidder to whom the roof contract is awarded.

The term Owner shall be understood to be District of Parry Sound Social Services Administration Board. The term Owner's Representative shall be understood to mean the representative of the primary consultant.

1.2 OWNER'S REPRESENTATIVE STATUS

- A. The Owner's Representative shall have general Rights of Inspection of the work and is the agent of the Owner in all matters pertaining to the work as provided in the Contract Documents. The Owner's Representative has the authority to stop work whenever such stoppage may be necessary to ensure the proper execution of the contract and shall have authority to reject any and all materials, whether worked or unworked, if such materials are not in accordance with the plans and specifications.

1.3 CONDITION OF SITE

- A. The bidders shall visit the site before submitting their bids and determine the field conditions affecting their work. In considering the bids, the Owner will assume that the bidders are aware of all items, pertinent to their work and have made allowance for same in their bids.

1.4 VERIFICATION OF DIMENSIONS AND ELEVATIONS

- A. Dimensions and elevations indicated on the drawings in reference to existing structures or utilities are the best available data obtainable but are not guaranteed by the Owner's Representative and the Owner's Representative will not be responsible for their accuracy. Before bidding on any work dependent upon the data involved, the Contractor shall field check and verify all dimensions, grades, lines, levels or other conditions of limitations at the site to avoid construction errors. If any work is performed by the Contractor or any of his/her sub-contractors prior to adequate verification or applicable data, any resultant extra cost for adjustment of work as required to conform to existing limitations, shall be assumed by the Contractor without reimbursement or compensation by the Owner.

1.5 PROTECTION OF OWNER'S OPERATIONS

- A. The Contractor shall erect such barriers, tarpaulins, doors, etc., as may be necessary to protect the Owner's operations while work is in progress. Any such openings that are essential to carrying on the work shall be securely closed by the Contractor when not in use to protect the Owner's operations.

1.6 PROTECTION OF WORK AND PROPERTY

- A. The Contractor shall maintain adequate protection of all his/her work from damage and shall protect the Owner's and adjacent property from injury or loss arising from this contract. He/she shall provide and maintain at all times any danger signs, guards and/or obstructions necessary to protect the public and his/her workmen from any dangers inherent with or created by the work in progress. He/she shall hold the Owner harmless from any loss arising due to injury or accident to the public or his/her workmen, or from theft of materials stored at the job site. All materials will be stored in locations other than on roof surfaces except as necessary and shall then be placed on plywood or other type of material to protect the roof surface at all times.
- B. Before starting any work, the Contractor shall protect all grounds, copings, paving and exterior of all buildings where work will be performed.
- C. In those areas where materials and/or hot asphalt will be raised to the roof area, a protective covering shall be placed from the base of the wall extending up and over the top edge of the roof. This coverage shall be wide enough to assure that the exterior walls do not become stained or soiled during roofing operations.
- D. Any areas of the building or grounds, which have become stained or damaged in any way, shall be repaired or replaced by the Contractor prior to the final inspections. The method of repair used must be acceptable to both the Owner and the Owner's Representative.

1.7 MATERIAL STORAGE AND CLEAN-UP

- A. The Contractor shall keep the premises free from rubbish at all times and shall arrange his/her material storage so as not to interfere with the Owner's operations. At the completion of the job, all the unused material and rubbish shall be removed from the site. The ground shall be raked clean and the building shall be broom cleaned. If the Contractor refuses at any time to remove his/her debris from the premises, or to keep the working area clean, such cleaning will be completed by the Owner and deducted from the balance due the Contractor.
- B. The Contractor shall also remove drippage of bitumen or adhesive from all walls, windows, floors, ladders and finished surfaces. Failure to do so will result in the work being done by others and the cost shall be deducted from the balance due the Contractor.

- C. Materials must be delivered with manufacturer's label intact and legible. Labels must be affixed to the outside of the package stating the type of product, name and address of the manufacturer. All materials shall be stored and protected against weather, vandalism, and theft. Any materials found to be damaged or missing shall be replaced by the Contractor at no cost to the Owner.

1.8 INSPECTION OF WORK

- A. Where the drawings or specifications require the inspection and approval of any work in progress by the Owner's Representative, the Contractor shall give that Representative ample notice to allow for scheduling the inspection, which shall be made promptly to avoid delay of work. If work has progressed without the required inspections or approval by the Representative, it shall be uncovered for inspection at the Contractor's expense.
- B. Uncovering of work not originally inspected, or uncovering questioned work may be ordered by the Owner's Representative and it shall be done by the Contractor. If examination proves such work to be incorrectly done or not done in accordance with the plans and specifications, the Contractor shall bear all cost of the reexamination. If the work is proven correctly installed, all such expense shall be born by the Owner.

1.9 INSPECTION OF WORK IN PROGRESS AND UPON COMPLETION

- A. If directed by the Owner's Representative, the Contractor shall cut not more than four (4) cores, of approximately 200 square inches each, from every newly constructed roof area, in order to establish the amount of materials used per square foot, and shall restore all such areas to sound and watertight conditions as prior to the core testing.
- B. In the event that such core cuts disclose any deficiency in materials, or soundness of construction, the Contractor shall, at his/her own expense, apply additional materials or otherwise correct the deficiencies to the satisfaction of the Owner's Representative.
- C. Noncompliance with the terms of this specification and ensuing contract can result in either the cancellation of the contract, or complete replacement of the defective areas at the Contractor's expense. In the event of cancellation, the Owner will not be obligated to compensate the Contractor for any work undertaken in a defective manner.
- D. Damages caused by water infiltration resulting from the failure of the Contractor to secure each day's work in a weather tight manner, will be corrected at the Contractor's expense. Included, as damages will be all labor costs incurred by the Owner as a result of such water infiltration.
- E. The Owner will require the Owner's Representative to examine the work in progress, as well as upon completion, in order to ascertain the extent to which the materials and procedures conform to the requirements of these specifications and to the published instructions of the Manufacturer.

F. The authorized Owner's Representative shall be responsible for:

1. Keeping the Owner informed on a periodic basis as to the progress and quality of the work;
2. Calling to the attention of the Contractor those matters he/she considers to be in violation of the contract requirements;
3. Reporting to the Owner any failure or refusal of the Contractor to correct unacceptable practices;
4. Conducting preliminary and subsequent job-site meetings with the Contractor's official job representative;
5. Supervising the taking of test cuts, and the restoration of such areas;
6. Rendering any other inspection services which the Owner may designate; and
7. Certifying, after completion of the work, the extent to which the Contractor has complied with these specifications as well as to the published instructions of the Manufacturing Company.

G. The presence and activities of the Owner's Representative shall in no way relieve the Contractor of his/her contractual responsibilities.

1.10 MISCELLANEOUS UTILITIES

- A. Water for concrete, mortar, washing and drinking purposes will be furnished by the Owner. Any connections to the water system shall be completed by the Contractor.
- B. At the completion of the work, or when the above connections are no longer required, the Contractor shall remove all connections and leave the facilities in a condition at least as satisfactory as prior to the commencement of his/her work.
- C. Toilet facilities will be provided by the Contractor. The Contractor will be responsible for supplying a portable toilet on the job-site. The Contractor's personnel are not permitted to enter the building without proper authorization from the Owner or Owner's Representative.

1.11 CHANGES OR EXTRA WORK

- A. The Owner may, without invalidating the original contract, order such changes or additions as may from time to time be deemed desirable. In so doing, the contract price shall be adjusted, as stated below, with all work being done under the conditions of the original contract except for such adjustments in extension of time as may be acceptable

to the Owner. The value of such extra work shall be determined in one of the following ways:

1. By firm price adjustment;
 2. By cost plus with a guaranteed maximum;
 3. By cost with a fixed fee; or
 4. By unit cost.
- B. If agreement is reached that the extra cost shall be handled as per methods 2, 3, or 4, the Contractor shall keep and compile a correct amount of the cost together with such vouchers, etc., as may be necessary to substantiate same for presentation to the Owner. The Owner's Representative shall have authority to make minor job changes or additions as may be necessary to expedite the job providing such changes do not involve additional material cost. No major change or addition shall be made except upon receipt by the Contractor of a signed order from the Owner authorizing such a change. No claims for an extra to the contract price shall be valid unless so authorized.
- C. All work covered by unit prices submitted by the Contractor in his/her proposal must be covered by a written work order. The Owner's Representative will prepare the work order in triplicate covering the quantity of work and the total cost of the work. The work order which will be written at the end of the each day, will be signed by the Owner's Representative and the Contractor's foreman and/or superintendent.

1.12 CORRECTION OF WORK PRIOR TO FINAL PAYMENT

- A. The Contractor shall promptly remove any work that does not meet the requirements of the plans and specifications or is incorrectly installed or otherwise disapproved by the Owner or the Owner's Representative as failing to meet the intent of the plans and specifications. The Contractor shall promptly replace any such work without expense to the Owner and shall bear the cost of making good all work of other contractors, or the Owner, destroyed or damaged by such removal or replacement.

1.13 CORRECTION OF WORK AFTER FINAL PAYMENT

- A. The Contractor shall guarantee all materials and workmanship for two (2) years from date of final payment of the contract by the Owner. Any defects which may arise during this period shall be promptly repaired by the Contractor including any damage done to the Owner's property due to such defects.

1.14 DEDUCTION FOR UNCORRECTED WORK

- A. If the Owner deems it unacceptable to have the Contractor correct work, which has been incorrectly done, a deduction from the contract price shall be agreed upon therefore. Such a deduction from the contract price shall in no way affect the

Contractor's responsibility for defects, which may occur, nor his/her ability for correcting them, and damage caused by them.

1.15 LIENS

- A. The Contractor shall, if required by the Owner, furnish him/her with a release in full of all liens arising out of this contract or in lieu thereof, and receipts in full for all materials and labor on the job. In either case, the Contractor shall furnish an affidavit that the liens or receipts include all the labor and material for which a lien could be filed. In lieu of the above, the Contractor may at his/her option furnish a bond to indemnify the Owner against all hazards of liens. Neither part nor final payment shall in any way release the Contractor from the above obligation and in the event that part or full payment has been made and any lien remains undischarged, the Contractor shall refund to the Owner the necessary funds to discharge such a lien including all cost and attorney's fees.

1.16 JOB CONDITIONS

- A. All surfaces to be covered shall be smooth, dry, and free from dirt, debris, and foreign material before any of this work is installed. Pumping equipment shall be located on the ground at a safe distance from building; the location being subject to the approval of the Owner. The Contractor shall be responsible for guarding against fires, and shall provide suitable fire extinguishers conveniently located at the site. Competent operators shall be in attendance at all times equipment is in use. Materials shall be stored neatly in areas designated by the Owner and dispersed so as to present a minimum fire hazard. Loads placed on the roof at any point shall not exceed the safe load for which the roof is designed.
- B. There is NO SMOKING allowed on the property unless a designated area is identified, and the Contractor shall be responsible for enforcement of this job rule at all times with his/her personnel.
- C. The Contractor should be aware of Owner's property when tearing off the existing roof. This is required for removal of dirt, silt, debris, roof membrane and insulation from the roof surface in order to preserve the ecology, eliminate unsightly conditions and protect building surfaces. Specific locations will be discussed at the pre bid conference.
- D. Rolled Roofing Materials: All rolled roofing materials must be stored standing on end on a pallet or otherwise raised off of the roof. The materials are to be covered in a proper manner to assure that they will not become wet prior to application. Any materials that becomes

wet or damaged must be removed from the job-site and replaced at the Contractor's expense.

- E. Ladders: Any ladders used on this project must be in good condition. The ladder must also be secured at the roofline at all times while in use. All ladders must be O.S.H.A. approved.
- F. No drugs or alcoholic beverages are permitted on the grounds.
- G. The Contractor shall place necessary barriers and/or protection around or under all work areas where his/her operations involve risk of injury to plant personnel.
- H. The Contractor will also protect the building structure from damage in the process of the job. In the event that damage does occur to any property or equipment, or the Owner's work in process, notification must be made within two (2) working days of the incidents to the Owner and Owner's Representative.
- I. During the progress of the job, if waste material and rubbish are found or damage resulting from the Contractor's operations is found, or the Contractor does not comply with the requirement by keeping the premises free of accumulations and correct the damage, it shall be the Owner's prerogative to hire personnel to do so; and the cost of this work will be deducted from the balance due the Contractor.
- J. Existing roof top equipment walls, windows, etc. shall be completely protected by masking or other effective methods. Any mastics or asphalt must be cleaned off metal surfaces.
- K. The Contractor is responsible for protecting all materials from the elements. If any material, such as insulation, becomes wet, it cannot be installed and must be replaced at the Contractor's expense. NOTE: Insulation and rolled roofing materials must be covered with waterproof tarps at the end of each workday. Plastic wrappers supplied by the insulation manufacturer are not acceptable substitutes for tarps. The Owner's Representative will reject any covering method or material, which does not adequately protect roofing materials.
- L. Anyone guilty of willful destruction or unlawful removal of company property will be dismissed from the job and is subject to prosecution by law.
- M. Any lawns damaged by Contractor vehicles will be restored with a stand of grass at the Contractor's expense. Any damaged pavements will likewise be restored and at the Contractor's expense.
- N. The Contractor must verify that all materials can be installed to accommodate the building design, pertinent codes and regulations, and the manufacturer's current recommendations.

- O. The Contractor will ensure that all substrates are clean, dry, sound, smooth, and free of dirt, debris, and other contamination before any materials are supplied.
- P. Any isolated areas that must be torn off and replaced will be built-up to the height of the existing roof prior to the installation of the new roofing membrane system.

1.17 WORKMANSHIP

- A. All materials will be securely fastened and placed in a watertight, neat and workmanlike manner. All workmen shall be thoroughly experienced in the particular class or work upon which they are employed. All work shall be done in accordance with these specifications and shall meet the approval of the Owner or Owner's Representative. The Contractor's representative or job supervisor shall have a complete copy of specifications and drawings on the job-site at all times.
- B. Contractor shall plan and conduct the operations of the work so that each section started on one day is complete and thoroughly protected before the close of work for that day.

1.18 INSULATION

- A. Insulation shall have accurate dimensional stability so as to properly conform to the surfaces of the roof, cants, curbs, pipes, etc. Joints between boards shall be tight and insulation shall be held back ½" from vertical surfaces and sumps. Insulation shall be protected from the weather at all times. No more insulation shall be laid than can be completely covered with roof materials on the same day. A base sheet shall not be considered as a proper weather barrier.
- B. Insulation that becomes wet during or after installation shall be removed and replaced with dry insulation. If roofing is in place, the roofing shall be also replaced. All replacing work shall be done at no added cost to the Owner.

1.19 ROOF DECK

- A. Contractor shall notify the Owner or Owner's Representative of any unforeseen areas of damaged decking. Where damage to the roof deck is found, the Contractor shall furnish the Owner with a unit price for removal and replacement of the damaged deck.

1.20 SAFETY

- A. Contractor shall conform to requirements as designated by the Canadian Federal Government, Ontario Provincial Government, and Polymer Group Inc.. Contractor shall abide by all regulations as outlined in the O.S.H.A. handbook and shall have a handbook on location at all times.

- B. Contractors hereby acknowledged that they and their workers have undergone Safety Training and shall at all times act in compliance with all NRCA and CRCA recommended safety compliance rules and regulations.

1.21 INSURANCE

- A. The following standard indemnity agreement and minimum insurance requirements are incorporated in the Specifications for all work performed by Contractors for the Owner, its affiliated and associated organizations or subsidiaries, hereinafter referred to as Owner.
1. THE CONTRACTOR AGREES TO INDEMNITY AND SAVE THE OWNER AND OWNER'S REPRESENTATIVE HARMLESS FROM AND AGAINST ANY AND ALL COSTS, LOSS AND EXPENSE, LIABILITY DAMAGES, OR CLAIMS FOR DAMAGES, INCLUDING COST FOR DEFENDING ANY ACTION, ON ACCOUNT OF ANY INJURY TO PERSONS (INCLUDING DEATH) OR DAMAGE TO OR DESTRUCTION OF PROPERTY OF THE OWNER, ARISING OR RESULTING FROM THE WORK PROVIDED FOR OR PERFORMED, OR FROM ANY ACT, OMISSION, OR NEGLIGENCE OF THE CONTRACTOR, SUBCONTRACTOR AND THEIR AGENTS OR EMPLOYEES. THE FOREGOING PROVISIONS SHALL IN NO WAY BE DEEMED RELEASED, WAIVED OR MODIFIED IN ANY RESPECT BY REASON OF ANY INSURANCE OR SURETY PROVIDED BY THE CONTRACTOR.
 2. All sub-contractors are required to file Certificates of Insurance properly completed and signed by an authorized insurance company representative before their work commences on the job or job site. No monies will be paid until the acceptable certificates are on file with the Contractor. Such certificates shall provide that there will be no cancellation, reduction or modification of coverage without thirty (30) days prior written notice to the Contractor. In the event such certificates are not provided to the Contractor prior to commencement of work, Contractor's failure to demand such certificates shall not be deemed a waiver of Subcontractor's requirement to obtain the subject insurance.
 3. The Contractor shall provide and maintain standard fire, extended coverage perils, vandalism and malicious mischief insurance to protect the interest of both the Contractor and the Owner for materials brought into the job or stored on the premises. Such insurance shall be for 100% of the insurable value of the work to be performed including all items of labor and materials incorporated therein, materials stored at the job-site to be used in completing the work, and such other supplies and equipment incidental to the work as are not owned or rented by the Contractor, the cost of which are included in the direct cost of the work. This insurance shall not cover any tools, derricks, machinery, tar buckets, ladders, engines, workmen's quarters, boilers, pumps, wagons, scaffolds, forms, compressors, shanties, or other items owned or rented by the Contractor, the cost of which is not included in the direct cost of the work.

4. In accordance with Section (1.21), the Contractor and subcontractor(s) shall maintain the following insurance:
 - a. Workmen's Compensation and Employer's Liability Insurance affording:
 - 1) Protection under the Workmen's Compensation Law of the Province in which the work is performed; and
 - 2) Employer's Liability protection subject to a minimum limit of \$100,000.
 - b. Comprehensive General Liability Insurance in amounts not less than:
 - 1) A minimum of \$5,000,000 General Liability Insurance
 - 2) Personal Injury: \$2,000,000 per person
(including bodily injury) \$2,000,000 per occurrence
 - 3) Property Damage: \$5,000,000 per occurrence
 - c. Comprehensive Automobile Liability Insurance in the following minimum amounts:
 - 1) Bodily Injury \$2,000,000 per person \$2,000,000 per occurrence
 - 2) Property Damage \$2,000,000 per occurrence
 - d. This insurance shall:
 - 1) Include coverage for the liability assumed by the Contractor under this section (section 1.21.A.1) (Indemnity);
 - 2) Includes coverage for:
 - a) Premises, operations and mobile equipment liability.
 - b) Completed operations and products liability.
 - c) Contractual liability insuring the obligation assumed by the subcontractor in this agreement.
 - d) Liability which subcontractor may incur as a result of the operations, acts or omissions of subcontractors, suppliers or material men and their agents or employees; and
 - e) Automobile liability including owned, non-owned and hired automobile.

- e. All coverage will be on an occurrence basis and on a form acceptable to the Contractor.
 - 1) Include completed operation coverage which is to be kept in force by the Contractor for a period of not less than one year after completion of the work provided for or performed under these specifications;
 - 2) Not be subject to any of the special property damage liability exclusions commonly referred to as the exclusions pertaining to blasting or explosion, collapse or structural damage and underground property;
 - 3) Not be subject to any exclusion of property used by the insured or property in the case, custody or control of the insured or property as to which the insured for any purpose is exercising physical control; and
 - 4) The Certificates of Insurance furnished by the Contractor shall show by specific reference that each of the foregoing items have been provided for.
- 5. The Certificates of Insurance furnished by the Contractor as evidence of the Insurance maintained by him shall include a clause obligating the Insurer to give the Owner thirty (30) days prior written notice or cancellation of any material change in the insurance.

1.22 WORK HOURS AND DAYS

- A. When the Contract is awarded, the Contractor will contact the Owner's Representative to arrange the work schedule and the hours of the day that the workmen may be on the building. The job is to be bid under the assumption that all work will be performed on a straight time basis.

1.23 COMPLIANCE WITH LAWS

- A. The Contractor shall give notices, pay all fees, permits and comply with all laws, ordinances, rules and regulations bearing on the conduct of work.

1.24 OWNER'S RULES

- A. The Contractor and all his/her personnel/agent(s) shall abide by all rules created by the Owner. The Contractor must contact the Owner's Representative for specific information regarding the rules governing all operations of the project.
- B. The Contractor shall properly notify all employees of conditions relating to roof areas with very poor condition and which will be worked on. After such notification, the Contractor must take all necessary precautions to ensure the safety of his/her employees as well as the building personnel.
- C. THE CONTRACTOR SHALL "HOLD HARMLESS" THE OWNER, THE OWNER'S REPRESENTATIVE AND THE MATERIAL MANUFACTURER, AGAINST ANY LITIGATION ARISING FROM ANY ACCIDENTS DURING THE COURSE OF THE CONTRACT.

1.25 SAFETY AND ECOLOGY

- A. The Contractor(s) shall conform to the requirements as designated by the Canadian Federal & Provincial Governments (e.g., O.S.H.A.).

1.26 ANTI-DISCRIMINATION IN EMPLOYMENT

- A. Contractors and subcontractors shall not discriminate against any employees or applicant for employment, to be employed in performance of his/her contract, with respect to his/her hire, tenure, terms, conditions or privileges of employment because of his/her race, color, gender, sexual preference, religion, national origin, or ancestry.

PART 2 — INSTRUCTIONS TO BIDDERS

2.1 WITHDRAWAL OR MODIFICATION OF BID

- A. Any Bidder may withdraw his/her bid at any time before the scheduled closing date of the bid by appearing in person or by sending an authorized representative of the Bidder. An appointment should first be scheduled by calling the Owner's Representative. The Bidder or his/her representative shall be asked to sign, in writing that the bid was returned to him/her. After the withdrawal from the contract, the Bidding Contractor may not resubmit them.

2.2 BID OPENINGS

- A. Bids will not be opened publicly. Notice of award will be made by written correspondence.

2.3 QUESTIONS

- A. All questions regarding this bid can be directed to:
Sam de Fleuriot
Project Manager
sdefleuriot@psdssab.org

with copies to Andrew Kukkonen – akukkonen@garlandcanada.com

- B. If the Contractor feels a conflict exists between what is considered good roofing practice and these specifications, he/she shall state in writing all objections prior to submitting tender or subsequent quotations.
- C. It is the Contractor's responsibility, during the course of the work, to bring to the attention of the Owner's Representative any defective membrane, insulation, or deck discovered which has not been previously identified.

2.4 RESPONSIBILITY FOR MEASUREMENTS AND QUANTITIES

- A. The Bidding Contractors shall be solely responsible for all accuracy of all measurements and for estimating the material quantities required to satisfy these specifications.

2.5 DISCREPANCIES AND ADDENDA

- A. Should a Bidder find any discrepancies in the Drawings and Specifications, or should he be in doubt as to their meaning, he/she shall notify the Owner's Representative at once, who will send a written Addendum to all Bidders concerned. Oral instructions or decisions, unless confirmed by Addenda, will not be considered valid, legal or binding.
- B. No extras will be authorized because of the Contractor's failure to include work called for in the Addenda in his/her bid.
- C. It shall be the responsibility of all Bidders to call to the Owner's Representative's attention at the pre bid meeting, any discrepancies which may exist between or with any of the contract documents, or any questions which may arise as to their true meaning.
- D. Modifications to the specifications (if necessary) will be followed by an addendum; no verbal discussions or agreements shall be recognized.

2.6 COMPETENCY OF THE BIDDER

- A. To enable the Owner to evaluate the competency and financial responsibility of a Contractor, the low Bidder shall, when requested by the Owner, furnish the information indicated in Section 5.0 below, entitled Contractor's Qualification Statement, which shall be sworn to under oath by him/her or by a properly authorized representative of the Bidder.

2.7 DISQUALIFICATION OF BIDDERS

- A. Any one or more of the following causes may be considered sufficient for the disqualification of a Bidder and the rejection of his/her bid(s):
 - 1. Failure to attend the pre bid meeting;
 - 2. Evidence of collusion among Bidders;
 - 3. Lack of responsibility as revealed by either financial, experience or equipment statements, as submitted;
 - 4. Lack of expertise as shown by past work, and judged from the standpoint of workmanship and performance history;
 - 5. Uncompleted work under other contracts which, in the judgment of the Owner, might hinder or prevent the prompt completion of additional work if awarded; or
 - 6. Being in arrears on existing contracts, in litigation with an Owner, or having defaulted on a previous contract.

2.8 NOTICE OF AWARD

- A. The award of this contract for the work is contingent upon receipt of an acceptable bid. Any part of or all bids may be rejected. All bids shall be good for a period of sixty (60) days following the date the bids are due. The contract shall be deemed as having been awarded when the formal notice of acceptance of his/her proposal has been duly served upon the intended awarded by an authorized officer or agent of the Owner.

2.9 WARRANTY

- A. A written warranty, which will commence from date of acceptance by Manufacturer, must be supplied with the roof installation. This warranty will cover all defects in workmanship and materials. Damages caused by storm, vandalism and other trades are not included in the warranty. This warranty shall be from the manufacturer (See further, Statement of Policy), for a period of no less than 30 years.
- B. A two (2) year workmanship warranty is required from the Contractor for all remedial maintenance done under the terms of this contract.

2.10 START AND COMPLETION DATE

- A. Completion Date: October 31st, 2025.
- B. All work as required in these specifications and drawings shall be completed within sixty (60) days of the start date, or as agreed upon by the parties.
- C. Unless work is hampered by long periods of inclement weather, by due proof of material unavailability, or by strike, the Owner will assess a penalty in the amount of \$600.00 a day for each day beyond the agreed completion date.
- D. The Contractor is responsible for supplying trained workmen in proper numbers and for scheduling and laying out his/her work, so that it will be started and completed in a professional manner within the time period indicated on his/her Proposal form.
- E. If the Contractor sets equipment onto the job-site without commencing work immediately, the action will be considered "Spiking the job" which is unacceptable and will be considered a breach of contract by the Contractor; thereby, the contract will be terminated and the Contractor at no cost to the Owner, must remove his/her equipment and possessions from the job-site upon notification by the Owner.

2.11 PAYMENT

- A. Payment for materials shall only be made after the material has been delivered to the job-site. An invoice for the material must be presented to the Owner for payment. Materials are not to be delivered to the job-site until the project is ready to begin. The Contractor must provide a release of lien from the Material Manufacturer. Subsequent requests for payment can be made monthly. Final payment for the project will be made following completion,

after the final inspection has been made and an invoice presented to the Owner. A 10% retainer shall be held until delivery of the warranty.

- B. When the job in progress is interrupted for two (2) weeks or longer by causes beyond the Contractor's control such as a strike, weather, acts of God, etc., the Owner agrees to pay, upon request of the Contractor, a price equivalent to the percentage of work completed at that time. Regular progress payments shall be made for labor and/or materials.
- C. Each invoice shall be accompanied by a detailed estimate of the amounts and values of labor expended and materials purchased up to the last day of the preceding month. The amount of the invoice shall not exceed ninety percent (90%) of the labor and material values estimated for the preceding month.
- D. Such payments shall be viewed by both parties as progress payments and shall not in any way relieve the Contractor of performance obligations under this contract, nor shall such payments be viewed as approval or acceptance of work performed under this contract.
- E. Final payment shall be withheld until all provisions of the specifications are met, including all necessary clean up, and the Owner receives written verification of completion.
- F. Upon completion of the job, the Owner, the Owner's Representative, and the Contractor will make final inspection of the work done, and the Owner's Representative will sign a completion slip authorizing final payments.
- G. All payments for material used in the execution of this contract can be made by a check issued jointly, payable to the Contractor and Owner's Representative if requested by Owner's Representative.
- H. If requested by the Owner and/or Owner's Representative, the Contractor shall provide a Letter of Credit from the bank to secure payment to material supplier.
- I. Final payment shall be made to the Contractor no later than thirty (30) days after job approval, providing the Contractor submits waivers of lien with his/her final invoice indicating that all suppliers have been paid.

2.12 PERFORMANCE AND PAYMENT BOND

- A. 100 percent material and labour.

2.13 TERMINATION BY THE OWNER FOR CAUSE

- A. The Owner may terminate the contract and finish the work by whatever reasonable method he/she deems expedient if the Contractor:

1. Persistently or repeatedly refuses to supply specified materials or to provide enough skilled workers to ensure the project will be completed within the time period indicated on his/her Proposal form;
 2. Fails to make payment to sub-contractors and/or suppliers for labor and materials as stipulated in the contract documents; and
 3. Is guilty of substantial breach of a provision of the contract documents.
- B. When the Owner terminates the contract for any of the above reasons, the Contractor shall not be entitled to receive further payment until the work is finished. If the unpaid balance of the contract sum exceeds the cost of finishing the work, it will be paid to the Contractor. If the cost to finish the work exceeds the unpaid balance, the Contractor shall pay the difference to the Owner.

2.14 COMPLIANCE WITH LAWS

- A. The Contractor shall give notices, pay all fees, permits and comply with all laws, ordinances, rules and regulations bearing on the conduct of work.

PART 3 — CONTRACTOR'S INSTRUCTIONS

3.1 TAXES

- A. Contractor must comply with all provincial, federal and local taxes. The Contractor shall accept sole and exclusive responsibility for any and all provincial and federal

3.2 CONTRACTOR'S LICENSE

- A. All pertinent Federal, Provincial, and municipal licenses will be required.

3.3 QUALIFICATION OF BIDDERS

- A. Successful contractors must provide proof of membership of the Ontario Industrial Roofing Contractor's Association (OIRCA), unless preapproved by the Owner's Representative.

3.4 BUILDING PERMITS

- A. The acquisition of the applicable permits and associated costs to obtain said permits will be the responsibility of the successful Contractor. Costs for permits to be included in the bid price.

3.5 JOB COORDINATION

- A. Contractor is responsible for daily communication with the Owner and Owner's Representative relating to areas of roof work in order that the Owner may adequately protect tenant's personal belongings, and the people themselves against possible damage or injury. Contractor is also responsible for policing and protecting areas involving removal

and replacement of roof projections, defective decking or other work involving deck penetration.

- B. Seventy two hours prior to starting of the project and/or delivery of materials, the Contractor shall notify: Owner and Owner's Representative.

3.6 CLEAN-UP

- A. Accumulated debris shall be removed periodically to assure maximum safety and sanitation at all times. At completion of work, the Contractor shall remove all excess material and debris from the site and leave all roof surfaces free from accumulations of dirt, debris and other extraneous materials. The Contractor shall also remove any and all drippage of bituminous materials from the face of the buildings, floor, window, ladders and other finished surfaces.

3.7 SUPERINTENDENT

- A. The Contractor shall keep a competent superintendent, satisfactory to the Owner and Owner's Representative, on the job at all times when work is in progress. The superintendent shall not be changed without notifying the Owner and the Owner's Representative unless the superintendent ceases to be in the employ of the Contractor.
- B. The superintendent shall represent the Contractor in his/her absence and all directions and instructions given to the superintendent shall be as binding as if given directly to the Contractor.
- C. The superintendent shall be responsible for the conduct of all the Contractor's employees on the premises and shall promptly take necessary measures to correct any abuses called to his/her attention by the Owner.

3.8 INSPECTIONS

- A. Before any material applications are made, the Owner or his/her representative and the material supplier representative shall be available to ensure a complete understanding of the specification.
- B. The accepted Material Manufacturer will have a representative on site daily to verify compliance with the specifications, answer questions that may arise and provide on-going inspection services.
- C. A final inspection shall be conducted by Owner, Contractor, and the Owner's Representative upon being notified of completion of specified work and clean up.

PART 4 — STATEMENT OF POLICY

4.1 ENGINEERING

- A. In addition to high-quality products, the Material Manufacturer provides recommendations and/or specifications for the proper installation of its material. However, the Material Manufacturer does not, nor does its representative, practice engineering or architecture. The Material Manufacturer makes no judgments on, and hereby disclaims any responsibility for the soundness of any roof deck or other structural component of buildings upon which the Material Manufacturer products are applied, and further recommend a structural engineer to examine the deck conditions. Re-roofing or Ballasted Roofing Systems will require certification from a structural engineer that the structure will support the proposed additional weight.

4.2 GUARANTEES

- A. A roofing guarantee is available for review from the Material Manufacturer for the roofing systems published in these specifications. The guarantee will be issued only upon completion of all the guarantee requirements by an approved Contractor. Such guarantees cannot be altered or amended, nor may any other warranties, guarantees or representations be made by an agent or employee of the Material Manufacturer unless such alteration, amendment or additional representation is issued in writing and is signed by a duly authorized officer of the Material Manufacturer, and sealed with the Material Manufacturer seal. This guarantee does not cover cosmetic deficiencies. THE MATERIAL MANUFACTURER WILL NOT BE RESPONSIBLE FOR ANY DAMAGES TO THE BUILDING OR ITS CONTENTS OR ANY OTHER CONSEQUENTIAL DAMAGES, AND ITS RESPONSIBILITY IS LIMITED TO REPAIRING LEAKS. The Contractor will warranty the roof to the Material Manufacturer for a period of two (2) years. The Contractor will inspect the roof with the Owner's Representative 18 months after completion, and, at the Contractor's expense, correct any workmanship defects before the 24th month following completion of the project.

4.3 APPROVED CONTRACTORS

- A. The roof systems must be applied only by those contractors who have received approval from the Material Manufacturer for such installations. No guarantees will be issued when installation has been performed by a non-approved contractor.

4.4 ROOFING SEQUENCE

- A. Phase roofing is not acceptable. Any insulation or base layers laid in any one day must be covered with the properly installed roof system that same day. Failure to do so will void any warranties and no guarantee will be issued for the roofing system.

4.5 ACCEPTABILITY OF COMPLETED WORK

- A. The acceptability of completed roofing work will be based on its conformance to the contract requirement. The Material Manufacturer is not obligated to accept non-conforming work, and such non-conforming work may be rejected. The rejected work shall be promptly replaced or corrected in a manner and by methods approved by the Material Manufacturer at the Contractor's expense. The Material Manufacturer will instruct the Contractor's foreman and work crew on the proper methods of installation of the roofing system, and

will follow-up on a regular basis to inspect the work being done. Any deficiencies from the specified work noted by the Material Manufacturer will be immediately reported to the Owner, along with recommended corrective actions necessary. The Material Manufacturer will not act in a supervisory capacity, and will not be responsible for the Contractor's errors or omissions.

4.6 ASBESTOS IDENTIFICATION

- A. The Material Manufacturer routinely conducts roof surveys and inspections in order to provide recommendations and/or specifications for the use of its products. However, the MATERIALS MANUFACTURER IS NOT, NOR ARE ITS REPRESENTATIVES, CERTIFIED TO IDENTIFY, HANDLE OR MONITOR ASBESTOS IN ROOFING, DECKING OR INSULATION. THEREFORE, IT MAKES NO JUDGMENTS ON AND HEREBY DISCLAIMS ANY RESPONSIBILITY FOR IDENTIFYING, HANDLING OR MONITORING ASBESTOS. If a building owner suspects that an asbestos condition exists on or under the roof area in question, Material Manufacturer can recommend licensed laboratories and technicians that can identify, remove, dispose of, and monitor the project.

4.7 ASBESTOS LIMITATIONS

- A. The Owner has been informed, acknowledges and agrees that Material Manufacturer is not engaged in the business of identifying, abating, encapsulating or removing asbestos or asbestos containing materials from the work site and has not agreed to do so herein.
- B. IN CONSIDERATION OF THE PROVISION HEREOF, THE OWNER HEREBY AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE MATERIAL MANUFACTURER, ITS OWNERS, OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS, INCLUDING THE ENGINEER FROM AND AGAINST ANY AND ALL LIABILITIES, DAMAGES, LOSSES AND EXPENSES (INCLUDING BUT NOT LIMITED
- C. TO ATTORNEY'S FEES) ARISING OUT OF, OR RELATING TO, ANY CLAIMS, DEMANDS, OR CAUSES OF ACTION OF ANY KIND, ATTRIBUTABLE TO, ARISING OUT OF, OR RELATING TO THE PRESENCE OF ASBESTOS OR ASBESTOS-CONTAINING MATERIALS ON OR AT THE WORK SITE AND/OR THE ABATEMENT, ENCAPSULATION AND/OR THE REMOVAL THEREOF.

4.8 MOLD LIMITATIONS

- A. The Owner's representative or the owner makes no representation or warranty, express, implied, or otherwise, regarding mold, fungi, rust, corrosion or other bacteria or organism. Neither shall the owner's representative have any duty to identify, nor accept any responsibility or liability for any claims associated with mold, fungi, rust, corrosion or other bacteria or organism related claims.

4.9 PROJECT PRIVACY

A. Neither the Contractor nor any other person or entity providing services on the project shall refer to, comment on, or display (i) any materials, supplies, equipment, means and methods, project documentation, or services used or furnished or to be used or furnished on the project without the express written authorization of the owner and the person or entity whose materials, supplies, equipment, means and methods, or services are displayed, commented on, or referenced, or (ii) any person or entity performing services or providing materials for the project or the owner of the project without the express written authorization of the owner and the person or entity displayed, commented on, or referenced. This prohibition applies to all manner of publication, including social media posts, whether through video, audio, photograph, print or otherwise. This is a material term of the project's general conditions and any breach of this clause may result in the termination of the contract for cause.

SECTION 07 52 00 - MODIFIED BITUMINOUS MEMBRANE ROOFING

SECTION 07 52 00
MODIFIED BITUMINOUS MEMBRANE ROOFING

1 GENERAL

1.1 SECTION INCLUDES

1.1.1 Hot Applied 3-Ply Asphalt Roofing (2.6)(3.5)

1.1.2 Accessories. (2.12)

1.2 EXISTING COMPOSITION

1.2.1 1 Beechwood Drive Sections 3B and 3C:

1.2.1.1 Wood deck

1.2.1.2 Felt vapor retarder

1.2.1.3 2" polyisocyanurate insulation

1.2.1.4 Fully adhered EPDM with urethane restorative coating and reinforcement along seams

1.3 SCOPE OF WORK

1.3.1 Remove existing metal counter flashing and roofing to insulation and dispose to authorized dumpsite.

1.3.2 Remove all identified redundant roof projections if required. Follow this by step 1.3.4.2 and forward below.

1.3.3 Build up perimeter wood blocking using minimum an inverted 4" wood cant (pressure treated) secured to existing cant. Nail on top of wood cants a minimum of 1 layer of 2"x 4" pressure treated lumber.

1.3.4 Replace any wet insulation, removing entire system down to deck:

1.3.4.1 Check deck for damage and report to owner's representative. Replace damaged decking as authorized.

1.3.4.2 Install new decking over old openings, profile to match existing. New decking to extend to reinforced areas.

1.3.4.3 Nail 1 ply 15 lb. felt vapour retarder to deck, then hot mop 1ply 15 lb. felt vapor retarder. Allow excess vapour retarder at perimeter and projections to envelope insulation.

1.3.4.4 Install 2.0" Polyisocyanurate insulation (FM approved) (4' x 4' boards) in full moppings of hot type III asphalt at EVT. Step all boards into place immediately after placement to ensure full adhesion. Tightly brace all seams to allow no gaps in insulation. Mechanically fasten all insulation boards at outside corners extending 12' in each direction. Fasteners to be installed at a rate of 1 per every 2 square feet.

1.3.4.5 Install 0.5" high density, asphalt coated fiberboard insulation (FM approved) (4' x 2' or 4'x4' boards) in full moppings of hot type III asphalt at EVT. Step all boards into place immediately after placement to ensure full adhesion. Tightly brace all seams to allow no gaps in insulation. All joints must be staggered and offset between layers of insulation.

1.3.5 For areas removed down to existing insulation, mechanically fasten it as per the rates noted in the detailed drawing package.

1.3.6 Install 0.5" high density, asphalt coated fiberboard insulation (FM approved) (4' x 2' or 4'x4' boards) in full moppings of hot type III asphalt at EVT. Step all boards into place immediately

after placement to ensure full adhesion. Tightly brace all seams to allow no gaps in insulation. All joints must be staggered and offset between layers of insulation.

- 1.3.7 Install a wood fibre cant in hot asphalt.
- 1.3.8 Envelope insulation with excess vapour retarder and hot asphalt at all perimeters and projections.
- 1.3.9 Install 2ply type IV fiberglass felts in hot asphalt (type III at EVT) at a rate of not less than 25 lbs per sq. per ply.
- 1.3.10 Install 1ply 170 mil mineral-surfaced modified membrane in hot asphalt (type III at EVT) at a rate of not less than 25 lbs per square per ply. Ensure full adhesion of each ply and good bleed out at all seams. Ensure full adhesion of each ply and good bleed out at all seams. Membrane is to extend to the top of the cant.
- 1.3.11 Immediately embed mineral granules into all asphalt bleed-out to achieve a uniform aesthetic.
- 1.3.12 Install new membrane base flashings surrounding and within area with one ply of 40 mil modified perimeter and projection base flashing followed by one ply 170 mil mineral-surfaced modified perimeter and projection cap flashing in hot asphalt. Ensure base flashing extends 6-8" onto the field of the roof. Ensure cap flashing extends a minimum of 8" – 9" onto the field of the roof. Cant strips to be used at all horizontal to vertical transitions. Flashings to extend 8" above cant, and 8" onto field. Flashings at perimeter to extend above and over top of raised edge or 8" above cant and finished with termination bar. Terminate top of flashings with termination bar and cover top seam of membrane with elastomeric mastic. For flashing at HVAC units, ensure unit is lifted to flash up and over curb wherever required. Roofer is responsible for lifting unit and Owner is responsible for disconnects and reconnects.
 - 1.3.12.1 There is an HVAC unit with a conduit penetrating the flashing membrane of the curb. Re-route this conduit into a new pitch pocket. Fill and seal the pitch pocket as per steps 1.3.20 and 1.3.26 below.
 - 1.3.12.2 Owner to complete gas, electrical, mechanical, or ductwork disconnections and reconNECTIONS.
- 1.3.13 Butter all vertical seams with elastomeric mastic/fiberglass mesh/elastomeric mastic.
- 1.3.14 Install water cutoffs at tie-ins to existing roofs and nightly temporary cutoffs. Utilizing mastic, fill all flutes that run from an old roof section into a new roof section to prevent water traveling. Tie-in will require an overlap of 12" using 2 plies of No.15 felt and 24" using one ply of high performance modified bitumen.
- 1.3.15 All drains in this section to sit in an 8' x 8' sump. Use 1.5" Polyisocyanurate insulation followed by 0.5" fibreboard in the sump to ensure sump is 0.5" lower than the rest of the roof. Shave ISO insulation around sump to create a small taper.
- 1.3.16 Install new drains with u-flow drain inserts and spun aluminum cones.
- 1.3.17 Supply and install two new roof drains after coordinating with plumber. Interior plumbing to be covered by the Owner.
- 1.3.18 Install new spun aluminum stack flashings and insulate.
- 1.3.19 Install new tall cones and insulate.
- 1.3.20 Where pitch pockets are required, solder all seams.
- 1.3.21 Install fibrated asphalt-based aluminum roof coating over entire roof at a rate of

approximately 2.0 gal/100 sq. ft.

- 1.3.22 Install new 24 gauge series 8000 pre-painted metal counter flashings on roof curbs, sleepers, caps, and perimeter. Metal to cover all exposed membrane down to the roof surface. Perimeter metal details will require a continuous starter strip secured 18" O.C.. Metal is to have s-locks and is to be secured by use of screws in the s-locks. There are not to be any fasteners through the metal into the cant. Do not fasten metal through face of flashing. Owner to advise on colour.
- 1.3.23 Install new 2" extruded polystyrene insulation pad under any equipment and gas line supports sitting on roof membrane. Reuse existing gas line supports.
- 1.3.24 Paint gas lines yellow.
- 1.3.25 Install splash pad mounted on XPS insulation at bottom of all downspouts from higher roofs draining onto lower roofs and at all roof top units where filters will be changed.
- 1.3.26 Fill all pitch pockets with non-shrink grout and one-part urethane sealant and caulk all open metal seams.
- 1.3.27 Clean entire project of debris and remove all equipment.
- 1.3.28 Issue membrane manufacturer's 30 year No Dollar Limit, leak free, materials, workmanship, and labour warranty, non-prorated with no charge annual follow-up inspections.

1.4 RELATED SECTIONS

- 1.4.1 Section 06 10 00 - Rough Carpentry.
- 1.4.2 Section 07 22 16 - Roof Board Insulation.
- 1.4.3 Section 07 62 00 - Sheet Metal Flashing and Trim.
- 1.4.4 Section 23 05 19 - Meters and Gages for HVAC Piping.

1.5 REFERENCES

- 1.5.1 ASTM D 41 - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing.
- 1.5.2 ASTM D 312 - Standard Specification for Asphalt used in Roofing.
- 1.5.3 ASTM D 412 - Tensile Test on Rubber and Elastomers.
- 1.5.4 ASTM D 1863 Standard Specification for Mineral Aggregate Used as a Protective Coating for Roofing.
- 1.5.5 ASTM D 2178 Standard Specification for Asphalt Glass Felt Used in Roofing and Waterproofing.
- 1.5.6 ASTM D 2824 Standard Specification for Aluminum-Pigmented Asphalt Roof Coating.
- 1.5.7 ASTM D 3019 - Standard Specification for Lap Cement Used with Asphalt Roll Roofing, Non-Fibered, and Fibered.
- 1.5.8 ASTM D 4586 Standard Specification for Asphalt Roof Cement, Asbestos-Free.
- 1.5.9 ASTM D 4601 Standard Specification for Asphalt Coated Glass Fiber Base Sheet Used in

Roofing.

- 1.5.10 ASTM D 5147 Standard Test Method for Sampling and Testing Modified Bituminous Sheet Materials.
- 1.5.11 ASTM D 6162 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using a Combination of Polyester and Glass Fiber Reinforcements.
- 1.5.12 ASTM D 6163 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Glass Fiber Reinforcements.
- 1.5.13 ASTM D 6164 - Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Polyester Reinforcements.
- 1.5.14 ASTM D 6757 - Standard Specification for Underlayment Felt Containing Inorganic Fibers Used in Steep-Slope Roofing.
- 1.5.15 ASTM E 108 - Standard Test Methods for Fire Test of Roof Coverings
- 1.5.16 Factory Mutual Research (FM): Roof Assembly Classifications.
- 1.5.17 National Roofing Contractors Association (NRCA): Roofing and Waterproofing Manual.
- 1.5.18 Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) - Architectural Sheet Metal Manual.
- 1.5.19 Underwriters Laboratories, Inc. (UL): Fire Hazard Classifications.
- 1.5.20 Intertek/Warnock Hersey (WH): Fire Hazard Classifications.
- 1.5.21 ANSI-SPRI ES-1 Wind Design Standard for Edge Systems used with Low Slope Roofing Systems.
- 1.5.22 ASCE 7, Minimum Design Loads for Buildings and Other Structures
- 1.5.23 UL - Fire Resistance Directory.
- 1.6 DESIGN / PERFORMANCE REQUIREMENTS
 - 1.6.1 Perform work in accordance with all federal, provincial and local codes.
 - 1.6.2 Exterior Fire Test Exposure: Roof system shall achieve a UL, FM or WH Class rating for roof slopes indicated on the Drawings as follows:
 - 1.6.2.1 Factory Mutual Class A Rating.
 - 1.6.2.2 Underwriters Laboratory Class A Rating.
 - 1.6.2.3 Intertek/Warnock Hersey Class A Rating.
 - 1.6.3 Design Requirements:
 - 1.6.3.1 Live Load: Not to exceed original building design.
 - 1.6.3.2 Dead Load:
 - 1.6.3.2.1 Installation of new roofing materials shall not exceed the dead load capacity of the existing roof structure.
 - 1.6.4 Roof System membranes containing recycled or bio-based materials shall be third party certified through UL Environment.
- 1.7 SUBMITTALS

- 1.7.1 Submit under provisions of Section 01 30 00.
- 1.7.2 Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1.7.2.1 Preparation instructions and recommendations.
 - 1.7.2.2 Storage and handling requirements and recommendations.
 - 1.7.2.3 Installation instructions.
- 1.7.3 Recycled or Bio-Based Materials: Provide third party certification through UL Environment of roof System membranes containing recycled or bio-based materials.
- 1.7.4 Verification Samples: For each modified bituminous membrane ply product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.
- 1.7.5 Manufacturer's Fire Compliance Certificate: Certify that the roof system furnished is approved by Factory Mutual (FM), Underwriters Laboratories (UL), Warnock Hersey (WH) or approved third party testing facility in accordance with ASTM E108, Class A for external fire and meets local or nationally recognized building codes.
- 1.7.6 Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with fire and extended coverage insurance on roofing and associated work.

1.8 QUALITY ASSURANCE

- 1.8.1 Perform Work in accordance with NRCA Roofing and Waterproofing Manual.
- 1.8.2 Manufacturer Qualifications: Company specializing in manufacturing products specified with documented ISO 9001 certification and minimum of twelve years of documented experience and must not have been in Chapter 11 bankruptcy during the last five years.
- 1.8.3 Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Contractor.
- 1.8.4 Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.
- 1.8.5 Manufacturer's Field Supervision: A representative of the roof system manufacturer must be present minimum 5 days per week during the roof system installation.
- 1.8.6 It shall be the Contractor's responsibility to respond immediately to correction of roof leakage during construction. If the contractor does not respond within 24 hours, the Owner has the right to hire a qualified contractor and backcharge the original contractor.
- 1.8.7 Product Certification: Provide manufacturer's certification that materials are manufactured in North America and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.
- 1.8.8 Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.9 PRE-INSTALLATION MEETINGS

1.9.1 Convene minimum two weeks prior to commencing Work of this section.

1.9.2 Review installation procedures and coordination required with related Work.

1.9.3 Inspect and make notes of job conditions prior to installation:

1.9.3.1 Record minutes of the conference and provide copies to all parties present.

1.9.3.2 Identify all outstanding issues in writing designating the responsible party for follow-up action and the timetable for completion.

1.9.3.3 Installation of roofing system shall not begin until all outstanding issues are resolved to the satisfaction of the Architect.

1.10 DELIVERY, STORAGE, AND HANDLING

1.10.1 Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.

1.10.2 Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.

1.10.3 Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface. No wet or damaged materials will be used in the application.

1.10.4 Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50-degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away from open flame or welding sparks.

1.10.5 Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.

1.10.6 Adhesive storage shall be between the range of above 50-degree F (10 degree C) and below 80-degree F (27 degree C). Area of storage shall be constructed for flammable storage.

1.11 COORDINATION

1.11.1 Coordinate Work with installing associated metal flashings as work of this section proceeds.

1.12 PROJECT CONDITIONS

1.12.1 Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

1.13 WARRANTY

1.13.1 Upon completion of the work, provide the Manufacturer's written and signed NDL Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.

1.13.1.1 Warranty Period:

1.13.1.1.1 30 years from date of acceptance.

1.13.2 Installer is to guarantee all work against defects in materials and workmanship for a

period indicated following final acceptance of the Work.

1.13.2.1 Warranty Period:

1.13.2.1.1 2 years from date of acceptance.

2 PRODUCTS

2.1 MANUFACTURERS

2.1.1 Requests for substitutions will be considered in accordance with provisions of Section 13 00.

2.1.2 The Products specified are intended and the Standard of Quality for the products required for this project. If other products are proposed the bidder must disclose in the bid the manufacturer and the products that they intend to use on the Project. If no manufacturer and products are listed, the bid may be accepted only with the use of products specified.

2.1.2.1 Bidder will not be allowed to change materials after the bid opening date.

2.1.2.2 If alternate products are included in the bid, the products must be equal to or exceed the products specified. Supporting technical data shall be submitted to the Architect/ Owner for approval prior to acceptance.

2.1.2.3 In making a request for substitution, the Bidder/Roofing Contractor represents that it has:

2.1.2.3.1 Personally investigated the proposed product or method, and determined that it is equal or superior in all respects to that specified.

2.1.2.3.2 Will provide the same guarantee for substitution as for the product and method specified.

2.1.2.3.3 Will coordinate installation of accepted substitution in work, making such changes as may be required for work to be completed in all respects.

2.1.2.3.4 Will waive all claims for additional cost related to substitution, which consequently become apparent.

2.1.2.3.5 Cost data is complete and includes all related cost under his/her contract or other contracts, which may be affected by the substitution.

2.1.2.3.6 Will reimburse the Owner for all redesign cost by the Architect for accommodation of the substitution.

2.1.2.4 Architect/ Owner reserves the right to act as the final authority on the acceptance or rejection of any or all bids, proposed alternate roofing systems or materials that have met ALL specified requirement criteria.

2.1.2.5 Failure to submit substitution package, or any portion thereof requested, will result in immediate disqualification and consideration for that particular contractor's request for manufacturer substitution.

2.2 HOT APPLIED 3-PLY ASPHALT ROOFING

2.2.1 Modified Cap (Ply) Sheet: One ply bonded to the prepared substrate with Interply Adhesive.

2.2.1.1 170 mil mineral-surfaced modified membrane:

2.2.2 Interply Adhesive: (1, 2 and 3)

2.2.2.1 Generic Type III Asphalt:

2.2.3 Flashing Base Ply: One ply bonded to the prepared substrate with Interply Adhesive except for torch applied:

2.2.3.1 40 mil modified membrane:

2.2.4 Flashing Cap (Ply) Sheet: One ply bonded to the prepared substrate with Interply Adhesive except for torch applied:

2.2.4.1 170 mil mineral-surfaced modified membrane:

2.2.5 Flashing Ply Adhesive:

2.2.5.1 Generic Type III Asphalt:

- 2.2.6 Surfacing:
 - 2.2.6.1 Surface Coatings
 - 2.2.6.1.1 Aluminized fibrated reflective coating:

2.3 ACCESSORIES:

- 2.3.1 Nails and Fasteners: Non-ferrous metal or galvanized steel, except that hard copper nails shall be used with copper; aluminum or stainless-steel nails shall be used with aluminum; and stainless-steel nails shall be used with stainless steel, Fasteners shall be self-clinching type of penetrating type as recommended by the deck manufacturer. Fasten nails and fasteners flush-driven through flat metal discs not less than 1 inch (25 mm) diameter. Omit metal discs when one-piece composite nails or fasteners with heads not less than 1 inch (25 mm) diameter are used.
- 2.3.2 Non-Shrink Grout: All weather fast setting chemical action concrete material to fill pitch pans.
 - 2.3.2.1 Flexural Strength, ASTM C 78: (modified) 7 days 550 psi
 - 2.3.2.2 High Strength, ASTM C 109: (modified) 28 days 8500 psi (3810 kg).
- 2.3.3 Pitch Pocket Sealer: Two part, 100% solids, self-leveling, polyurethane sealant for filling pitch pans as recommended and furnished by the membrane manufacturer.
 - 2.3.3.1 Durometer, ASTM D 2240: 40-50 Shore
 - 2.3.3.2 Elongation, ASTM D 412: 250%
 - 2.3.3.3 Tensile Strength, ASTM D 412: 200 psi @ 100 mil
- 2.3.4 Glass Fiber Cant - Glass Cant: Continuous triangular cross Section made of inorganic fibrous glass used as a cant strip as recommended and furnished by the membrane manufacturer.

3 EXECUTION

3.1 EXAMINATION

- 3.1.1 Do not begin installation until substrates have been properly prepared.
- 3.1.2 Inspect and approve the deck condition, slopes and fastener backing if applicable, parapet walls, expansion joints, roof drains, stack vents, vent outlets, nailers and surfaces and elements.
- 3.1.3 Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.
- 3.1.4 If substrate preparation and other conditions are the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

- 3.2.1 General: Clean surfaces thoroughly prior to installation.
 - 3.2.1.1 Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
 - 3.2.1.2 Fill substrate surface voids that are greater than 1/4 inch wide with an acceptable fill material.
 - 3.2.1.3 Roof surface to receive roofing system shall be smooth, clean, free from loose gravel, dirt and debris, dry and structurally sound.
 - 3.2.1.4 Wherever necessary, all surfaces to receive roofing materials shall be power broom and vacuumed to remove debris and loose matter prior to starting work.
 - 3.2.1.5 Do not apply roofing during inclement weather. Do not apply roofing membrane to damp, frozen, dirty, or dusty surfaces.
 - 3.2.1.6 Fasteners and plates for fastening components mechanically to the substrate

shall provide a minimum pull-out capacity of 300 lbs. (136 k) per fastener. Base or ply sheets attached with cap nails require a minimum pullout capacity of 40 lb. per nail.

- 3.2.1.7 Prime decks where required, in accordance with requirements and recommendations of the primer and deck manufacturer.

3.2.2 Wood Deck:

- 3.2.2.1 Dimensional wood deck shall be minimum 1 inch (25 mm) thick, knotholes and cracks larger than 1/4 inch shall be covered with sheet metal. All boards shall be appropriately nailed and have adequate end bearing to the centers of beams/rafters. Lumber shall be kiln dried.
- 3.2.2.2 Plywood shall be a minimum 15/32 inch (11.9 mm) thick and conform to the standards and installation requirements of the American Plywood Association (APA).
- 3.2.2.3 If no roof insulation is specified, provide a suitable dry sheathing paper, followed by an approved base sheet nailed appropriately for the specified roof system, with 1 inch (25 mm) diameter caps and annular nails unless otherwise required by the applicable Code or Approval agency.
- 3.2.2.4 Insulation is to be mechanically attached in accordance with the insulation manufacturer's recommendations unless otherwise required by the applicable Code.
- 3.2.2.5 In all retrofit roof applications, it is required that deck be inspected for defects. Any defects are to be corrected per the deck manufacturer's recommendations and standards of the APA/Engineered Wood Association prior to new roof application.
- 3.2.2.6 Light metal wall ties or other structural metal exposed on top of the wood deck shall be covered with one ply of a heavy roofing sheet, extending 2 inches to 6 inches (51 mm to 152 mm) beyond the metal in all directions. Nail in place before applying the base ply.

3.3 INSTALLATION - GENERAL

- 3.3.1 Install modified bitumen membranes and flashings in accordance with manufacturer's instructions and with the recommendations provided by the National Roofing Contractors Association's Roofing & Waterproofing Manual, the Asphalt Roofing Manufacturers Association, and applicable codes.
- 3.3.2 General: Avoid installation of modified bitumen membranes at temperatures lower than 40-45 degrees F. When work at such temperatures unavoidable use the following precautions:
 - 3.3.2.1 Take extra care during cold weather installation and when ambient temperatures are affected by wind or humidity, to ensure adequate bonding is achieved between the surfaces to be joined. Use extra care at material seam welds and where adhesion of the applied product to the appropriately prepared substrate as the substrate can be affected by such temperature constraints as well.
 - 3.3.2.2 Unrolling of cold materials, under low ambient conditions must be avoided to prevent the likelihood of unnecessary stress cracking. Rolls must be at least 40 degrees F at the time of application. If the membrane roll becomes stiff or difficult to install, it must be replaced with roll from a heated storage area.
- 3.3.3 Commence installation of the roofing system at the lowest point of the roof (or roof area), working up the slope toward the highest point. Lap sheets shingle fashion so as to constantly shed water
- 3.3.4 All slopes greater than 2:12 require back-nailing to prevent slippage of the ply sheets. Use ring or spiral-shank 1 inch cap nails, or screws and plates at a rate of 1 fastener per ply (including the membrane) at each insulation stop. Place insulation stops at 16 ft o.c. for slopes less than 3:12 and 4 feet o.c. for slopes greater than 3:12. On non-insulated

systems, nail each ply directly into the deck at the rate specified above. When slope exceeds 2:12, install all plies parallel to the slope (strapping) to facilitate backnailing. Install 4 additional fasteners at the upper edge of the membrane when strapping the plies.

3.4 INSTALLATION HOT APPLIED ROOF SYSTEM

3.4.1 Base/Felt Ply(s): Install base sheet or felt plies in twenty-five (25) lbs (11.3kg) per square of bitumen shingled uniformly to achieve one or more plies over the entire prepared substrate. Shingle in direction of slope of roof to shed water on each area of roof. Do not step on base rolls until asphalt has cooled, fish mouths should be cut and patched.

3.4.1.1 Lap ply sheet ends 8 inches (203 mm). Stagger end laps 2 inches (304mm) minimum.

3.4.1.2 Install base flashing ply to all perimeter and projection details after membrane application.

3.4.1.3 Extend plies 2 inches beyond top edges of cants at wall and projection bases.

3.4.1.4 Install base flashing ply to all perimeter and projection details.

3.4.1.5 Allow the one ply of base sheet to cure at least 30 minutes before installing the modified membrane. However, the modified membrane must be installed the same day as the base plies.

3.4.2 Modified Cap Ply(s): Solidly bond the modified membrane to the base layers with specified material at the rate of 25 to (30). (11-13kg) per 100 square feet.

3.4.2.1 Roll must push a puddle of hot material in front of it with material slightly visible at all side laps. Use care to eliminate air entrapment under the membrane. Exercise care during application to eliminate air entrapment under the membrane.

3.4.2.2 Apply pressure to all seams to ensure that the laps are solidly bonded to substrate.

3.4.2.3 Install subsequent rolls of modified membrane as above with a minimum of 4-inch (101 mm) side laps and 8-inch (203 mm) end laps. Stagger end laps. Apply membrane in the same direction as the previous layers but stagger the laps so they do not coincide with the laps of the base layers.

3.4.2.4 Apply hot material no more than 5 feet (1.5 m) ahead of each roll being embedded.

3.4.2.5 Extend membrane 2 inches (50 mm) beyond top edge of all cants in full moppings of the specified hot material.

3.4.3 Fibrous Cant Strips: Provide non-combustible perlite or glass fiber cant strips at all wall/curb detail treatments where angle changes are greater than 45 degrees. Cant may be set in approved cold adhesives, hot asphalt or mechanically attached with approved plates and fasteners.

3.4.4 Wood Blocking, Nailers and Cant Strips: Provide wood blocking, nailers and cant strips as specified in Section 06 11 00.

3.4.4.1 Provide nailers at all roof perimeters and penetrations for fastening membrane flashings and sheet metal components.

3.4.4.2 Wood nailers should match the height of any insulation, providing a smooth and even transition between flashing and insulation areas.

3.4.4.3 Nailer lengths should be spaced with a minimum 1/8-inch gap for expansion and contraction between each length or change of direction.

3.4.4.4 Nailers and flashings should be fastened in accordance with Factory Mutual "Loss Prevention Data Sheet 1- 49, Perimeter Flashing" and be designed to be capable of resisting a minimum force of 200 lbs/lineal foot in any direction.

3.4.5 Metal Work: Provide metal flashings, counter flashings, parapet coping caps and thru-wall flashings as specified in Section 07 62 00 or Section 07 71 23. Install in accordance with the SMACNA "Architectural Sheet Metal Manual" or the NRCA Roofing Waterproofing manual.

3.4.6 Termination Bar: Provide a metal termination bar or approved top edge securement at the terminus of all flashing sheets at walls and curbs. Fasten the bar a minimum of 8 inches (203 mm) o/c to achieve constant compression. Provide suitable, sealant at the top edge if required.

3.4.7 Flashing Base Ply: Install flashing sheets by the same application method used for the base ply.

- 3.4.7.1 Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
- 3.4.7.2 Prepare all walls, penetrations, expansion joints and surfaces to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
- 3.4.7.3 Adhere to the underlying base flashing ply with specified hot material unless otherwise noted in these specifications. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
- 3.4.7.4 Solidly adhere the entire sheet of flashing membrane to the substrate.
- 3.4.7.5 Seal all vertical laps of flashing membrane with a three-course application of trowel-grade mastic and mesh.
- 3.4.7.6 Coordinate counter flashing, cap flashings, expansion joints, and similar work with modified bitumen roofing work as specified.
- 3.4.7.7 Coordinate roof accessories, miscellaneous sheet metal accessory items, including piping vents and other devices with the roofing system work.

3.4.8 Flashing Cap Ply: Install flashing cap sheets by the same application method used for the cap ply.

- 3.4.8.1 Seal curb, wall, and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
- 3.4.8.2 Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
- 3.4.8.3 Adhere to the underlying base flashing ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
- 3.4.8.4 Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
- 3.4.8.5 Coordinate roof accessories, miscellaneous sheet metal accessory items with the roofing system work.
- 3.4.8.6 All stripping shall be installed prior to flashing cap sheet installation.
- 3.4.8.7 Heat and scrape granules when welding or adhering at cut areas and seams to granular surfaces at all flashings.
- 3.4.8.8 Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed or nailed 4 inches o.c. and covered with an acceptable counter flashing.

3.4.9 Surface Coatings: Apply roof coatings in strict conformance with the manufacturer's recommended procedures.

3.5 CLEANING

3.5.1 Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.

3.5.2 Remove asphalt markings from finished surfaces.

3.5.3 Repair or replace defaced or disfigured finishes caused by Work of this section.

3.6 PROTECTION

- 3.6.1 Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes, and the like to protect personnel, roofs and structures, vehicles and utilities.
- 3.6.2 Protect exposed surfaces of finished walls with tarps to prevent damage.
- 3.6.3 Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.
- 3.6.4 In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.
- 3.6.5 Special permission shall be obtained from the Manufacturer before any traffic shall be permitted over new roofing.

3.7 FIELD QUALITY CONTROL

- 3.7.1 Inspection: Provide manufacturer's field observations daily. Provide a final inspection upon completion of the Work.
 - 3.7.1.1 Warranty shall be issued upon manufacturer's acceptance of the installation.
 - 3.7.1.2 Field observations shall be performed by a Representative employed full-time by the manufacturer and whose primary job description is to assist, inspect and approve membrane installations for the manufacturer.
 - 3.7.1.3 Provide observation reports from the Representative indicating procedures followed, weather conditions and any discrepancies found during inspection.
 - 3.7.1.4 Provide a final report from the Representative, certifying that the roofing system has been satisfactorily installed according to the project specifications, approved details and good general roofing practice.

3.8 SCHEDULES

- 3.8.1 Thermoplastic/Modified Cap (Ply) Sheet:
 - 3.8.1.1 170 mil SBS and SIS (Styrene-Butadiene-Styrene and Styrene-Isoprene-Styrene) rubber modified membrane incorporating post-consumer recycled rubber and reinforced with a fiberglass and polyester composite scrim. Surfaced with the highly reflective Sunburst white mineral. ASTM D 6162, Type III Grade G.
 - 3.8.1.1.1 Tensile Strength, ASTM D 5147
 - 3.8.1.1.1.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 1,000 lbf/in XD 1,100 lbf/in
 - 3.8.1.1.1.2 50 mm/min. @ 23 +/- 2 deg. C MD 175 kN/m XD 192.5 kN/m
 - 3.8.1.1.2 Tear Strength,, ASTM D 5147
 - 3.8.1.1.2.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 1,500 lbf XD 1,700 lbf
 - 3.8.1.1.2.2 50 mm/min. @ 23 +/- 2 deg. C MD 6,672.3 N XD 7,561.6 N
 - 3.8.1.1.3 Elongation at Maximum Tensile, ASTM D 5147
 - 3.8.1.1.3.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 16.0% XD 16.0%
 - 3.8.1.1.3.2 50 mm/min. @ 23 +/- 2 deg. C MD 16.0% XD 16.0%
 - 3.8.1.1.4 Low Temperature Flexibility, ASTM D 5147, Passes -40 deg. F (-40 deg. C)
 - 3.8.1.1.5 Reflectivity, ASTM C 1549: 73%
 - 3.8.1.1.6 Reflectivity: (DNS Method) 73%
- 3.8.2 Interply Adhesive:
 - 3.8.2.1 Generic Type III Asphalt: Hot Bitumen, ASTM D 312, Type III steep asphalt having the following characteristics:
 - 3.8.2.1.1 Softening Point 185 deg. F - 205 deg. F
 - 3.8.2.1.2 Flash Point 500 deg. F

- 3.8.2.1.3 Penetration @ 77 deg. F 15-35 units
- 3.8.2.1.4 Ductility @ 77 deg. F 2.5 cm

3.8.3 Flashing Base Ply:

- 3.8.3.1 40 mil SBS (Styrene-Butadiene-Styrene) rubber modified roofing base sheet with dual fiberglass reinforced scrim.
 - 3.8.3.1.1 Tensile Strength, ASTM D 5147
 - 3.8.3.1.1.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 215 lbf/in XD 215 lbf/in
 - 3.8.3.1.1.2 50 mm/min. @ 23 +/- 2 deg. C MD 37.5 kN/m XD 37.5 kN/m
 - 3.8.3.1.2 Tear Strength, ASTM D 5147
 - 3.8.3.1.2.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 275 lbf XD 275 lbf
 - 3.8.3.1.2.2 50 mm/min. @ 23 +/- 2 deg. C MD 1223 N XD 1223 N
 - 3.8.3.1.3 Elongation at Maximum Tensile, ASTM D 5147
 - 3.8.3.1.3.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 4.5% XD 4.5%
 - 3.8.3.1.3.2 50 mm/min. @ 23 +/- 2 deg. C MD 4.5% XD 4.5%
 - 3.8.3.1.4 Low Temperature Flexibility, ASTM D 5147
 - 3.8.3.1.4.1 Passes -30 deg. F (-34 deg. C). Meets or Exceeds ASTM D 4601 Type II Performance Criteria.

3.8.4 Flashing Cap (Ply) Sheet:

- 3.8.4.1 170 mil SBS and SIS (Styrene-Butadiene-Styrene and Styrene-Isoprene-Styrene) rubber modified membrane incorporating post-consumer recycled rubber and reinforced with a fiberglass and polyester composite scrim. Surfaced with the highly reflective Sunburst white mineral. ASTM D 6162, Type III Grade G.
 - 3.8.4.1.1 Tensile Strength, ASTM D 5147
 - 3.8.4.1.1.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 1,000 lbf/in XD 1,100 lbf/in
 - 3.8.4.1.1.2 50 mm/min. @ 23 +/- 2 deg. C MD 175 kN/m XD 192.5 kN/m
 - 3.8.4.1.2 Tear Strength,, ASTM D 5147
 - 3.8.4.1.2.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 1,500 lbf XD 1,700 lbf
 - 3.8.4.1.2.2 50 mm/min. @ 23 +/- 2 deg. C MD 6,672.3 N XD 7,561.6 N
 - 3.8.4.1.3 Elongation at Maximum Tensile, ASTM D 5147
 - 3.8.4.1.3.1 2 in/min. @ 73.4 +/- 3.6 deg. F MD 16.0% XD 16.0%
 - 3.8.4.1.3.2 50 mm/min. @ 23 +/- 2 deg. C MD 16.0% XD 16.0%
 - 3.8.4.1.4 Low Temperature Flexibility, ASTM D 5147, Passes -40 deg. F (-40 deg. C)
 - 3.8.4.1.5 Reflectivity, ASTM C 1549: 73%

3.8.5 Flashing Ply Adhesive:

- 3.8.5.1 Generic Type III Asphalt: Hot Bitumen, ASTM D 312, Type III steep asphalt having the following characteristics:
 - 3.8.5.1.1 Softening Point 185 deg. F - 205 deg. F
 - 3.8.5.1.2 Flash Point 500 deg. F
 - 3.8.5.1.3 Penetration @ 77 deg. F 15-35 units
 - 3.8.5.1.4 Ductility @ 77 deg. F 2.5 cm

3.8.6 Surfacing:

- 3.8.6.1 Surface Coatings:
 - 3.8.6.1.1 Surfacing:
 - 3.8.6.1.1.1 ASTM D 2824 aluminum coating fibered aluminum roof coating fibered aluminum roof coating having the following characteristics:
 - 3.8.6.1.1.1.1 Flash Point 100 deg. F (38 deg. C) min.
 - 3.8.6.1.1.1.2 Weight/Gallon 8.7 lbs./gal. (1.0 g/cm3)
 - 3.8.6.1.1.1.3 Viscosity (75 deg. F) 100 - 125 K.U

END OF SECTION

BID FORM

TENDER FOR

FOR

**Roof Replacement at 1 Beechwood Drive.
Parry Sound, ON**

RFT25-1BCW

DOCUMENTS TO BE ENCLOSED WITH THIS BID FORM.

- **Bid Form Signed & Sealed**
- **Schedule of Items & Prices**
- **Ability and Experience Form**
- **WSIB Certificate (upon award)**
- **Insurance Certificate (upon award)**
- **Contractor Health and Safety Responsibility Agreement (upon award)**

NOTE:

RESPONDENT INFORMATION FORM

RESPONDENTS must complete this form and include with the Proposal Submission
 Please ensure all information is legible.

1.	Respondent's Main Contact Individual	
2.	Address	
3.	Office Phone #	
4.	Toll Free #	
5.	Cellular #	
6.	Pager #	
7.	Fax #	
8.	e-mail address	
9.	Website	
10.	Tax Account #	
11.	Manufacturer ISO Certified ?	YES NO

ACKNOWLEDGEMENT TO RECEIPT OF ADDENDA

This will acknowledge receipt of the following addenda and, that the pricing quoted includes the provision set out in such addendum(s)

ADDENDUM #

DATE RECEIVED



Check here if NO Addenda received.

 RESPONDENT

 SIGNATURE

 DATE

To **District of Parry Sound Social Services Administration Board**, Hereafter called the "Owner ":

I/WE _____ the undersigned declare:

1. THAT I/WE have carefully examined the locality and site of the proposed Works, as well as all the Contract Document (Health & Safety Regulations) relating thereto, prepared, submitted and rendered available by the Owner , by and on behalf of the Municipality and hereby acknowledge the same to be part and parcel of any Contract to be let for the Work therein described or defined.
2. THAT no Person(s), Firm or Corporation other than the one whose signature(s) of whose proper officers and the seal is or are attached below has any interest in this Bid or in the Contract proposed to be taken.
3. THAT this Bid is made without any connections, knowledge, comparison of figures or arrangements with any other company, firm or person making a Bid for the same Work and is in all respects fair and without collusion or fraud.
4. I/WE represent that no officer or employee of the Owner, is, or has become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise howsoever in or on the performance of the said contract, or in the supplies, Work or business in connection with the said contract, or in any portion of the profits thereof, or of any supplies to be used therein, or in any monies to be derived there from.
5. THAT the several matters stated in the said Bid are in all respects true accurate and complete.
6. THAT I/WE do hereby Bid and offer to enter into a Contract to do all the Work and to provide all of the labour and to furnish, deliver, place and erect all materials mentioned and described or implied therein including in every case freight, duty, currency exchange, H.S.T. in effect on the date of the acceptance of Bid, and all other charges on the provisions therein set forth and to accept in full payment therefore, in accordance with the prices and terms set forth in the Bid herein.
7. THAT additions or alterations to or deductions from the said contract, if any, shall be made in accordance with the prices stated in Provisional Items of the Schedule of Unit prices in strict conformity with the requirements of the Contract and all unused monies in Provisional Items shall be deducted from the final cost of the Work and any quantities exceeding those shown shall be added.
8. THAT this Bid is irrevocable and open to acceptance until the formal Contract is executed by the Awarded Bidder for the said Work or Sixty (60) Working Days, and prices for as long as stated elsewhere in the document, whichever event first occurs and that the Owner may at any time within that period without notice, accept this Bid whether any other Bid has been previously accepted or not.
9. THAT the Awarding of the Contract by the Owner is based on this submission, which shall be an acceptance of this Bid.

10. THAT if the Bid is accepted, I/WE agree to furnish all documentation, security and certifications as required by the Contract document and to execute the agreement in triplicate within Seven (7) Working Days after notification of Award. If I/WE fail to do so, the Owner may retain the money deposited by us, to the use of the Owner and to accept the next lowest or any Bid or to advertise for new Bids, or to carry out completion of the Works in any other way they deem best and I/WE also agree to pay to the Owner the difference between this Bid and any greater sum which the Owner may expend or incur by reason of such default or failure or by reason of such action as aforesaid on their part, including the cost of any advertisement for new Bids, and shall indemnify and save harmless the Owner and their officers from all loss, damage, cost, charges and expense which they may suffer or be put to by reason of any such default or failure on my/our part.
11. THAT I/WE agree to save the Owner, its agents, or employees, harmless from liability of any kind for the use of any composition, secret process, invention, article or appliance furnished or used in the performance of the Contract of which the Bidder is not the patentee, assignee, or licensee.
12. THAT I/WE propose to engage the sub-contractors and obtain materials and equipment from the Bidders and manufacturers listed in the schedules on the following pages headed "Schedule of Sub-contractors" and "Schedule of Bidders and Manufacturers" (unless all sub-contractors, Bidders and manufacturers are legibly and properly named, the Bid may be declared informal).
13. I/WE agree to adhere to all Occupational Health and Safety standards and requirements as set out within the Occupational Health and Safety and the Safety Standards Sections of the Bid document.
14. I/WE acknowledge that we shall perform all Work in accordance with the Occupational Health and Safety Act and all its associated regulations. We have a written Occupational Health and Safety policy which is reviewed, maintained and implemented in accordance with the Occupational Health and Safety Act and all its associated regulations.
15. **THE TOTAL BID PRICE (INCLUDING ALLOWANCES – IF APPLICABLE) AND EXCLUDING APPLICABLE TAXES:**
- _____
- _____ DOLLARS (\$) _____)
- in lawful money of Canada.
16. The Bidder hereby accepts and agrees that all Addendum/Addenda form part and parcel of the said contract. All Addendum/Addenda should be issued to the Contractor before twenty four (24) hours of Closing Time. It is the responsibility of the Contractor to have received all Addendum/Addenda that have been issued by the Owner or Owner's Representative. Please check with the owner's representative via e-mail akukkonen@garlandcanada.com prior to submitting your bid submission for the number of addendum's released
17. The Bidder hereby agrees to commence the work by _____, 2025 and to complete all work by October 31, 2025.

The undersigned affirms that he/she is duly authorized to execute this Bid.

BIDDER'S SIGNATURE AND SEAL: _____
(I have authority to bind the company)

POSITION: _____

WITNESS: _____
(If not under seal)

POSITION: _____

(If Corporate Seal is not available, documentation should be witnessed)

DATED AT THE _____
(City/Town)

THIS _____ DAY OF _____ 20_____.

SCHEDULE I

ITEMS AND UNIT PRICES

Price complete, including supply and installation of replacement roofing, site preparation, all labour, equipment, machinery, tools and parts used, all work as described herein, site clean-up, removal from site of all packaging and rubbish, warranties, guarantees and all other costs:

The Bid amount shall include all costs incurred.

DESCRIPTION	TOTAL PRICE
Supply & Installation of New Roof System – as per drawings and specifications	
HST	\$
Total Project Value	\$

GRAND TOTAL \$_____

SCHEDULE II

PROVISIONAL ITEMS

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work, which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated. The Bid amount shall include all costs incurred, excluding HST.

Description	Unit	Price
Deteriorated perimeter wood blocking	Ln. Ft.	\$ _____
Replacement of Wood Deck	Sq. Ft.	\$ _____
Replacement of Wet Insulation	Sq. Ft.	\$ _____
Supply and installation of internal drain (plumbing by others)	Ea.	\$ _____

ABILITY AND EXPERIENCE FORM

Provide five (5) reference projects completed within the last 24 months of similar type and scope that have been completed within a one hundred and fifty kilometer (150 km) radius of the subject project:

(Provide client name, location of project, size of project, value of project, and type of system applied)

1. _____

2. _____

3. _____

4. _____

5. _____

Provide five (5) references of clients where work has been completed within the last 24 months of similar type, size and scope:

(Provide company and client name, date of last project, contact number and email)

1. _____
2. _____
3. _____
4. _____
5. _____

(Use back of page if additional space is required)

END OF DOCUMENT

SUBMISSION LABEL

From: _____

Contact: _____

Telephone: _____

Deliver to:

District of Parry Sound Social Services Administration Board

1 Beechwood Drive, Parry Sound, ON P2A 1J2

Att.: Shannon Johnson, CFO

Tender for Roof Replacement at 1 Beechwood Drive, Parry Sound

SEALED BID:

BID NUMBER: RFT25-1BCW
DESCRIPTION: Roof Replacement, 1 Beechwood Dr., Parry Sound
CLOSING DATE: 14:00 – June 6th, 2025

For Owner use only
Date and Time Received: _____
Received By: _____

<div>PROJECT #</div>				
<div>TABLE INDEX</div>				<div>NOTES</div> <div><div>1. Contractor must verify all project conditions before bidding</div><div>2. Contractor must verify all roof accesses and identify safest installation methods that comply with all regulations</div><div>3. Contractor is responsible of complying to all health and safety regulations</div><div>4. Contractor must verify all measurements before bidding</div><div>5. Contractor must read carefully all bid documents before submitting any price .</div><div>6. Drawings are part of bid documents and do not include all the necessary information. It is the contractor's responsibility to consult all bid documents and understand the entire scope of work</div><div>7. It is the contractor's responsibility to verify and inform of any discrepancy between the project conditions and the drawings prior to bidding</div><div>8. It is the contractor's responsibility to verify and inform of any discrepancy between the drawings and other bid documents</div><div>9. The contractor is responsible of obtaining all construction permits required for the project execution</div><div>10. Contractor must verify with the owner's representative all roof projections, disconnections, reconnections, deviation or service interruptions prior to bidding</div><div>11. Only the conditions that are not covered by these drawings can be subject to additional charges at the discretion of the owner</div><div>12. Any extra that was not pre-approved by the owner will be rejected</div><div>13. All questions should be addressed to</div></div>
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1

ROOF OVERVIEW

COMPOSITIONS

NEW COMPOSITION

DEMO

EXISTING

DEMOLITION NOTES

1.

Demolish all roof components to
2.

Demolish and dispose of all redundant penetrations as indicated in the drawings
3.

Remove and dispose of all metal flashing and counter-flashing
4.

Dispose of all debris to an authorized land field or dumping site.
5.

At the end the demolition, properly clean the surface of all areas.

SPECIFIC NOTES

1.

Before the demolition of the system, identify with the owner's representative all components to recuperate or services to interrupt.
2.

Take all necessary measures to reduce the amount of dust and debris generated during the demolition.
3.

Do not execute work involving excessive noise during the working hours of the building occupants. Coordinate with the owner's representative all work of such nature.
4.

Protect the building, adjacent buildings, properties and people from any demolition hazards including but not limited to: dust, debris, injuries and accidents.
5.

Coordinate with the owner's representative the need of protecting any ventilation equipment or intakes.
6.

Coordinate with the owner's representative the need of installing any interior protection and avoid any disruption to the building occupants.
7.

Protect all roof sections that are not included in this scope of work against any damages and proceed with necessary repairs.
8.

Advise the consultant of all deficiencies or structural damages before continuing the work. Such conditions must not be covered before its assessment by the consultant or a licensed engineer.
9.

Stop all demolition work if it jeopardizes the structural integrity of the building or any adjacent building.
10.

Extend parapets height to the a minimum of 4".

SUBMITTED

ON

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NOTES

1.

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2.

Contractor must verify all roof accesses and identify safest installation methods that comply with all regulations
3.

Contractor is responsible of complying to all health and safety regulations
4.

Contractor must verify all measurements before bidding
5.

Contractor must read carefully all bid documents before submitting any price .
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12.

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13.

All questions should be addressed to

ENGINEERING SEAL

REVISION #	DATE	BY

PROJECT # :

DATE	
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SCALE	NTS

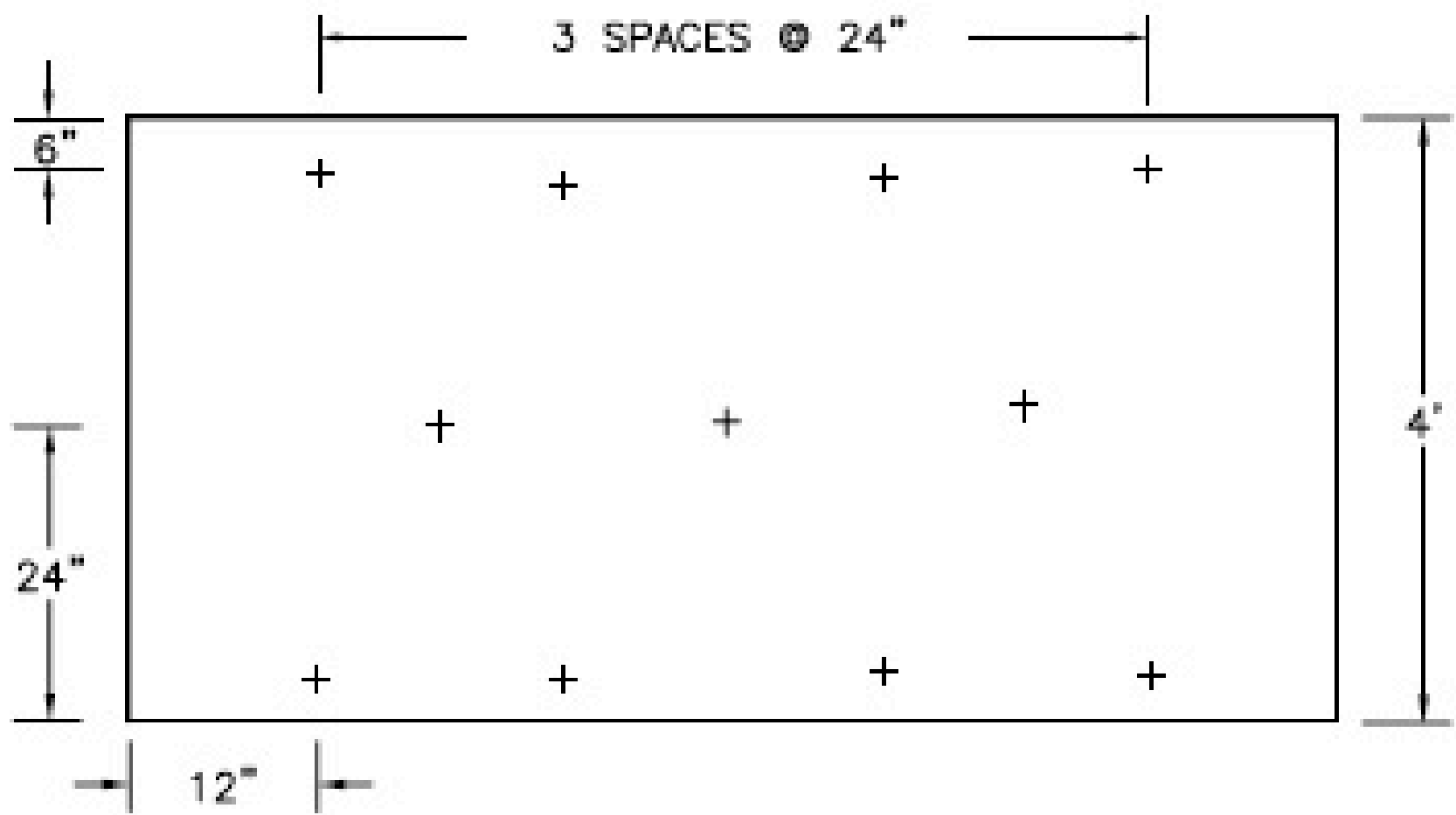
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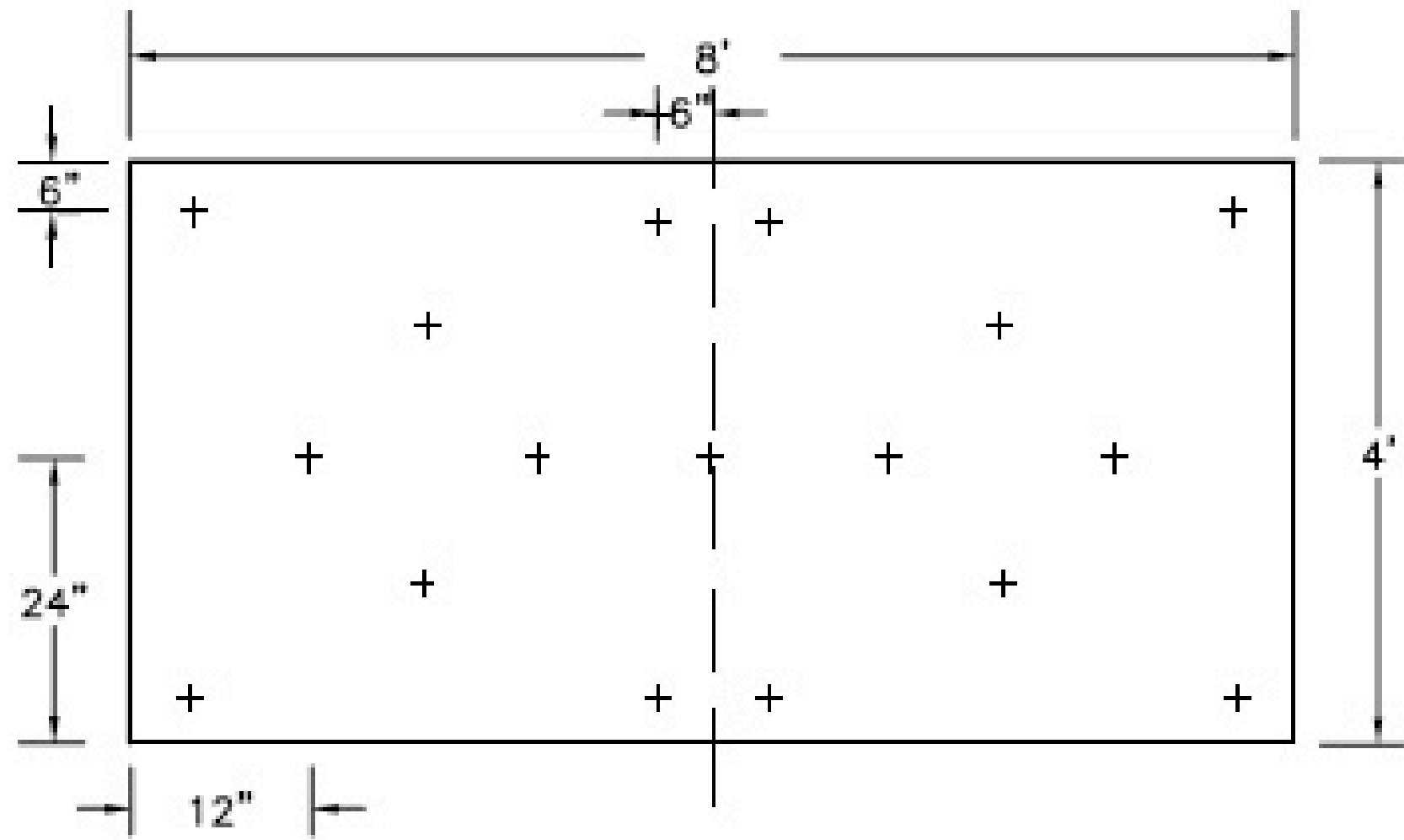
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<div>NOTES</div> <div>1. Contractor must verify all project conditions before bidding</div> <div>2. Contractor must verify all roof accesses and identify safest installation methods that comply with all regulations</div> <div>3. Contractor is responsible of complying to all health and safety regulations</div> <div>4. Contractor must verify all measurements before bidding</div> <div>5. Contractor must read carefully all bid documents before submitting any price .</div> <div>6. Drawings are part of bid documents and do not include all the necessary information. It is the contractor's responsibility to consult all bid documents and understand the entire scope of work</div> <div>7. It is the contractor's responsibility to verify and inform of any discrepancy between the project conditions and the drawings prior to bidding</div> <div>8. It is the contractor's responsibility to verify and inform of any discrepancy between the drawings and other bid documents</div> <div>9. The contractor is responsible of obtaining all construction permits required for the project execution</div> <div>10. Contractor must verify with the owner's representative all roof projections, disconnections, reconnections, deviation or service interruptions prior to bidding</div> <div>11. Only the conditions that are not covered by these drawings can be subject additional charges at the discretion of the owner</div> <div>12. Any extra that was not pre-approved by the owner will be rejected</div> <div>13. All questions should be addressed to</div>		
<div>ENGINEERING SEAL</div>		
REVISION #	DATE	BY
PROJECT # :		
DATE		
DRAWING	G	
SCALE	NTS	
ADDRESS		
CITY		
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POSTAL CODE		

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POSTAL CODE		

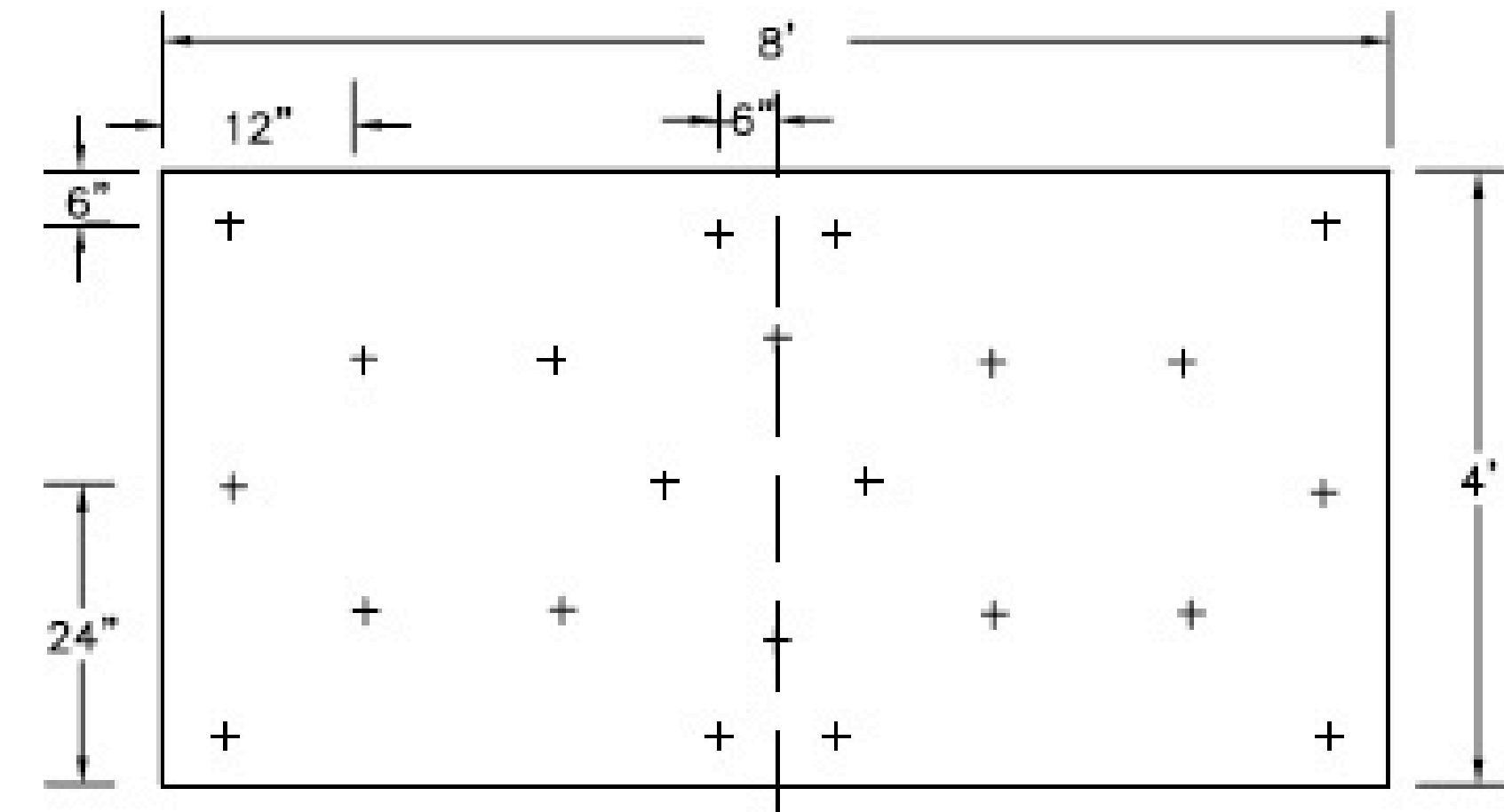
ZONE 1 INSULATION BOARD FASTENER PATTERN: 11 FASTENERS PER BOARD



ZONE 2 INSULATION BOARD FASTENER PATTERN: 17 FASTENERS PER BOARD

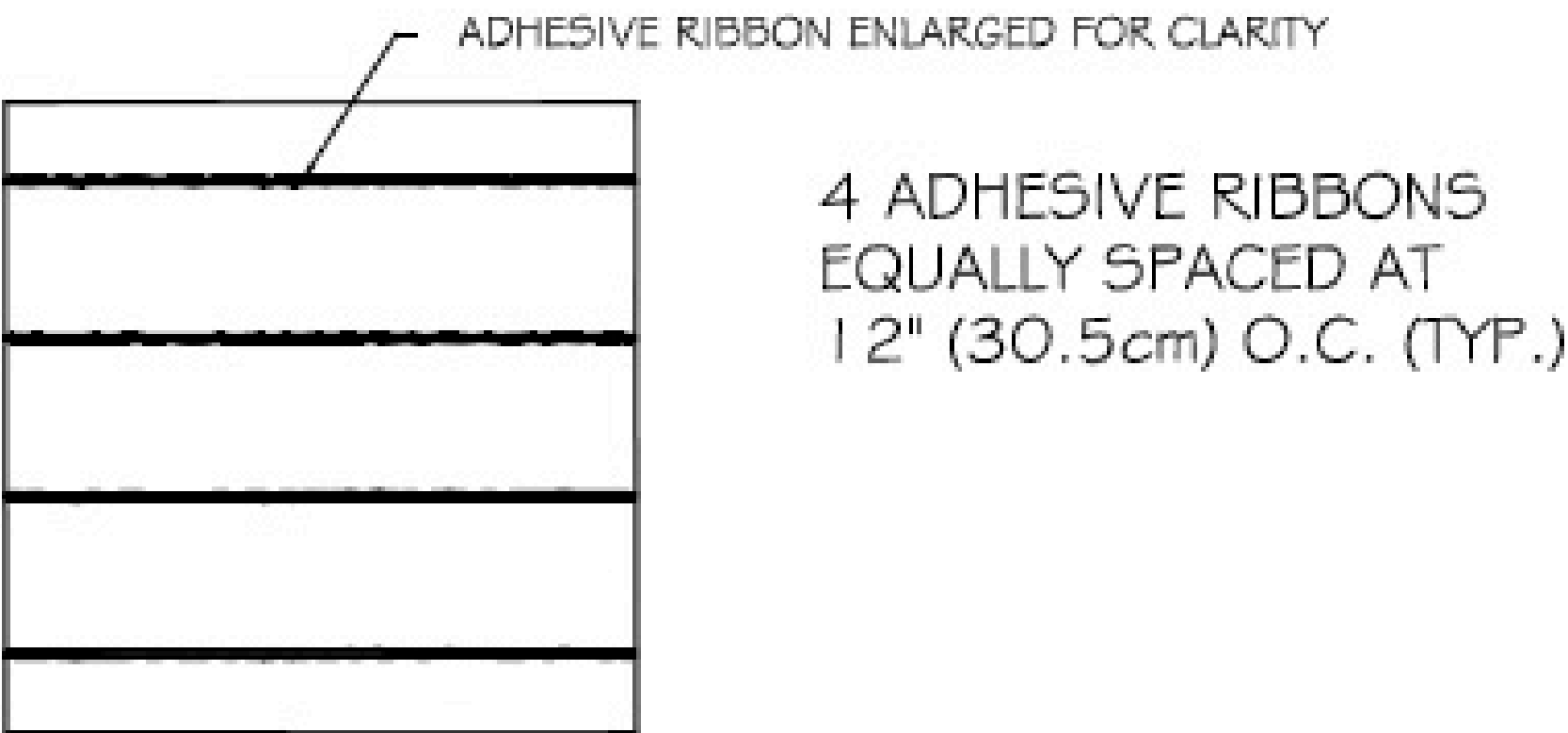


ZONE 3 INSULATION BOARD FASTENER PATTERN: 22 FASTENERS PER BOARD

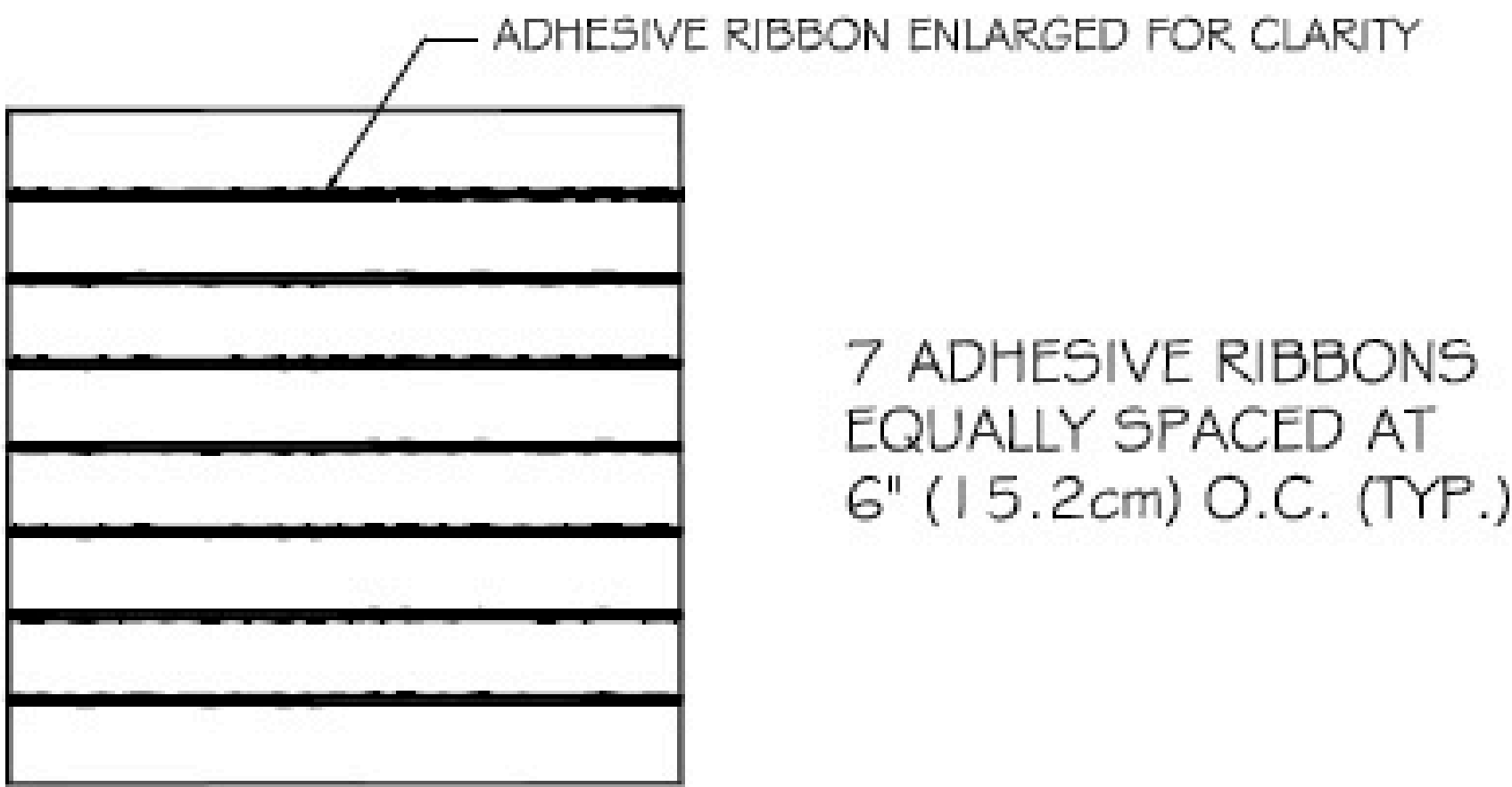


1 CONSTRUCTION DETAIL: FASTENING PATTERN

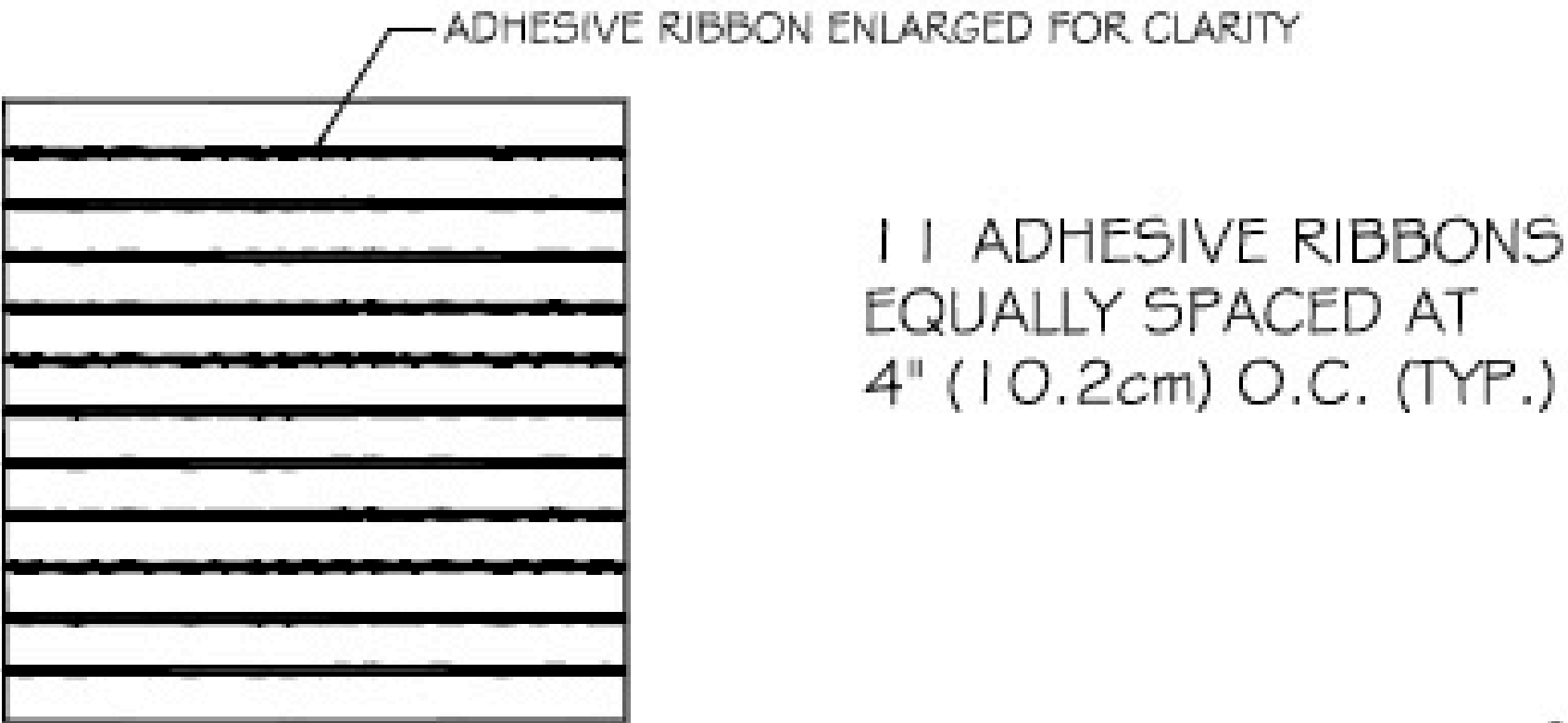
TYPICAL ZONE 1 INSULATION BOARD ADHESIVE PATTERN: 12" OC BEADS PER BOARD



TYPICAL ZONE 2 INSULATION BOARD ADHESIVE PATTERN: 6" OC BEADS PER BOARD



TYPICAL ZONE 3 INSULATION BOARD ADHESIVE PATTERN: 4" OC BEADS PER BOARD



CONFIRM FM APPROVALS FOR ADHESIVE PATTERNS TO APPROVED DECKS, INSULATIONS, AND SYSTEM TYPES WITH GARLAND ENGINEERING SERVICES

2 CONSTRUCTION DETAIL:ADHESIVE RIBBON SPACING

SUBMITTED

ON

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Measurements cannot be taken from a printed copy of these drawings.
Details do not follow any scale and only show a graphic illustration of the specifications.

NOTES

- Contractor must verify all project conditions before bidding
- Contractor must verify all roof accesses and identify safest installation methods that comply with all regulations
- Contractor is responsible of complying to all health and safety regulations
- Contractor must verify all measurements before bidding
- Contractor must read carefully all bid documents before submitting any price .
- Drawings are part of bid documents and do not include all the necessary information. It is the contractor's responsibility to consult all bid documents and understand the entire scope of work
- It is the contractor's responsibility to verify and inform of any discrepancy between the project conditions and the drawings prior to bidding
- It is the contractor's responsibility to verify and inform of any discrepancy between the drawings and other bid documents
- The contractor is responsible of obtaining all construction permits required for the project execution
- Contractor must verify with the owner's representative all roof projections, disconnections, reconnections, deviation or service interruptions prior to bidding
- Only the conditions that are not covered by these drawings can be subject additional charges at the discretion of the owner
- Any extra that was not pre-approved by the owner will be rejected
- All questions should be addressed to

ENGINEERING SEAL

REVISION #	DATE	BY

PROJECT # :

DATE	
DRAWING	G

SCALE	NTS
-------	-----

ADDRESS	
CITY	
PROVINCE	
POSTAL CODE	

BID FORM

TENDER FOR

FOR

**Roof Replacement at 1 Beechwood Drive.
Parry Sound, ON**

RFT25-1BCW

DOCUMENTS TO BE ENCLOSED WITH THIS BID FORM.

- **Bid Form Signed & Sealed**
- **Schedule of Items & Prices**
- **Ability and Experience Form**
- **WSIB Certificate (upon award)**
- **Insurance Certificate (upon award)**
- **Contractor Health and Safety Responsibility Agreement (upon award)**

NOTE:

RESPONDENT INFORMATION FORM

RESPONDENTS must complete this form and include with the Proposal Submission
 Please ensure all information is legible.

1.	Respondent's Main Contact Individual	
2.	Address	
3.	Office Phone #	
4.	Toll Free #	
5.	Cellular #	
6.	Pager #	
7.	Fax #	
8.	e-mail address	
9.	Website	
10.	Tax Account #	
11.	Manufacturer ISO Certified ?	YES NO

ACKNOWLEDGEMENT TO RECEIPT OF ADDENDA

This will acknowledge receipt of the following addenda and, that the pricing quoted includes the provision set out in such addendum(s)

ADDENDUM #

DATE RECEIVED

☐ Check here if NO Addenda received.

RESPONDENT

SIGNATURE

DATE

To **District of Parry Sound Social Services Administration Board**, Hereafter called the "Owner ":

I/WE _____ the undersigned declare:

1. THAT I/WE have carefully examined the locality and site of the proposed Works, as well as all the Contract Document (Health & Safety Regulations) relating thereto, prepared, submitted and rendered available by the Owner , by and on behalf of the Municipality and hereby acknowledge the same to be part and parcel of any Contract to be let for the Work therein described or defined.
2. THAT no Person(s), Firm or Corporation other than the one whose signature(s) of whose proper officers and the seal is or are attached below has any interest in this Bid or in the Contract proposed to be taken.
3. THAT this Bid is made without any connections, knowledge, comparison of figures or arrangements with any other company, firm or person making a Bid for the same Work and is in all respects fair and without collusion or fraud.
4. I/WE represent that no officer or employee of the Owner, is, or has become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise howsoever in or on the performance of the said contract, or in the supplies, Work or business in connection with the said contract, or in any portion of the profits thereof, or of any supplies to be used therein, or in any monies to be derived there from.
5. THAT the several matters stated in the said Bid are in all respects true accurate and complete.
6. THAT I/WE do hereby Bid and offer to enter into a Contract to do all the Work and to provide all of the labour and to furnish, deliver, place and erect all materials mentioned and described or implied therein including in every case freight, duty, currency exchange, H.S.T. in effect on the date of the acceptance of Bid, and all other charges on the provisions therein set forth and to accept in full payment therefore, in accordance with the prices and terms set forth in the Bid herein.
7. THAT additions or alterations to or deductions from the said contract, if any, shall be made in accordance with the prices stated in Provisional Items of the Schedule of Unit prices in strict conformity with the requirements of the Contract and all unused monies in Provisional Items shall be deducted from the final cost of the Work and any quantities exceeding those shown shall be added.
8. THAT this Bid is irrevocable and open to acceptance until the formal Contract is executed by the Awarded Bidder for the said Work or Sixty (60) Working Days, and prices for as long as stated elsewhere in the document, whichever event first occurs and that the Owner may at any time within that period without notice, accept this Bid whether any other Bid has been previously accepted or not.
9. THAT the Awarding of the Contract by the Owner is based on this submission, which shall be an acceptance of this Bid.

10. THAT if the Bid is accepted, I/WE agree to furnish all documentation, security and certifications as required by the Contract document and to execute the agreement in triplicate within Seven (7) Working Days after notification of Award. If I/WE fail to do so, the Owner may retain the money deposited by us, to the use of the Owner and to accept the next lowest or any Bid or to advertise for new Bids, or to carry out completion of the Works in any other way they deem best and I/WE also agree to pay to the Owner the difference between this Bid and any greater sum which the Owner may expend or incur by reason of such default or failure or by reason of such action as aforesaid on their part, including the cost of any advertisement for new Bids, and shall indemnify and save harmless the Owner and their officers from all loss, damage, cost, charges and expense which they may suffer or be put to by reason of any such default or failure on my/our part.
11. THAT I/WE agree to save the Owner, its agents, or employees, harmless from liability of any kind for the use of any composition, secret process, invention, article or appliance furnished or used in the performance of the Contract of which the Bidder is not the patentee, assignee, or licensee.
12. THAT I/WE propose to engage the sub-contractors and obtain materials and equipment from the Bidders and manufacturers listed in the schedules on the following pages headed "Schedule of Sub-contractors" and "Schedule of Bidders and Manufacturers" (unless all sub-contractors, Bidders and manufacturers are legibly and properly named, the Bid may be declared informal).
13. I/WE agree to adhere to all Occupational Health and Safety standards and requirements as set out within the Occupational Health and Safety and the Safety Standards Sections of the Bid document.
14. I/WE acknowledge that we shall perform all Work in accordance with the Occupational Health and Safety Act and all its associated regulations. We have a written Occupational Health and Safety policy which is reviewed, maintained and implemented in accordance with the Occupational Health and Safety Act and all its associated regulations.
15. **THE TOTAL BID PRICE (INCLUDING ALLOWANCES – IF APPLICABLE) AND EXCLUDING APPLICABLE TAXES:**
- _____
- _____ **DOLLARS (\$ _____)**
- in lawful money of Canada.
16. The Bidder hereby accepts and agrees that all Addendum/Addenda form part and parcel of the said contract. All Addendum/Addenda should be issued to the Contractor before twenty four (24) hours of Closing Time. It is the responsibility of the Contractor to have received all Addendum/Addenda that have been issued by the Owner or Owner's Representative. Please check with the owner's representative via e-mail akukkonen@garlandcanada.com prior to submitting your bid submission for the number of addendum's released
17. The Bidder hereby agrees to commence the work by _____, 2025 and to complete all work by October 31, 2025.

The undersigned affirms that he/she is duly authorized to execute this Bid.

BIDDER'S SIGNATURE AND SEAL: _____
(I have authority to bind the company)

POSITION: _____

WITNESS: _____
(If not under seal)

POSITION: _____

(If Corporate Seal is not available, documentation should be witnessed)

DATED AT THE _____
(City/Town)

THIS _____ DAY OF _____ 20_____.

SCHEDULE I

ITEMS AND UNIT PRICES

Price complete, including supply and installation of replacement roofing, site preparation, all labour, equipment, machinery, tools and parts used, all work as described herein, site clean-up, removal from site of all packaging and rubbish, warranties, guarantees and all other costs:

The Bid amount shall include all costs incurred.

DESCRIPTION	TOTAL PRICE
1 Beechwood Section 3C Supply & Installation of New Roof System – as per drawings and specifications	
22A Belvedere Canopy Roof Supply & Installation of New Roof System – as per drawings and specifications	
HST	\$
Total Project Value	\$

GRAND TOTAL \$ _____

SCHEDULE II

PROVISIONAL ITEMS

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work, which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated. The Bid amount shall include all costs incurred, excluding HST.

Description	Unit	Price
Deteriorated perimeter wood blocking	Ln. Ft.	\$ _____
Replacement of Wood Deck	Sq. Ft.	\$ _____
Repair of Concrete Deck	Sq. Ft.	\$ _____
Replacement of Wet Insulation	Sq. Ft.	\$ _____
Supply and installation of internal drain (plumbing by others)	Ea.	\$ _____

ABILITY AND EXPERIENCE FORM

Provide five (5) reference projects completed within the last 24 months of similar type and scope that have been completed within a one hundred and fifty kilometer (150 km) radius of the subject project:

(Provide client name, location of project, size of project, value of project, and type of system applied)

1. _____

2. _____

3. _____

4. _____

5. _____

Provide five (5) references of clients where work has been completed within the last 24 months of similar type, size and scope:

(Provide company and client name, date of last project, contact number and email)

1. _____
2. _____
3. _____
4. _____
5. _____

(Use back of page if additional space is required)

END OF DOCUMENT