

Tender For Community Center Roof Repairs

Issued By: Municipality of South Bruce

Issue Date: Friday, June 12, 2026,

Closing Date: July 9, 2026 – 1:00pm

1. Introduction

Municipality of South Bruce is seeking sealed bids from qualified roofing contractors for the repair and rehabilitation of the both the Teeswater Culross Community Center and the Mildmay Carrick Community Center roofs. The scope of work is defined in this tender and supported by the attached drawings and technical details.

The intent of this tender is to secure a contractor with the experience, capacity, and qualifications to complete the work safely, efficiently, and in accordance with all applicable codes and standards.

2. Project Overview

- **Project Name:** Community Center Roof Repairs
- **Location:**
 - Mildmay Carrick Community Complex
24 Vincent St, Mildmay, ON N0G 2J0
 - Teeswater Culross Community Complex
21 Marcy St E, Teeswater, ON N0G 2S0
- **Building Type:** Municipal Arena
- **Work Required:** Roof repair, replacement of damaged sections, flashing upgrades, insulation improvements, and associated work as shown on the drawings. Including mitigation of future ice build up in problem areas. Contractor to conduct a complete review of roof identifying any additional problem areas (if any) missed within the drawings provided.
- **Drawings Provided:**
 - Appendix A — Roof Repair Detail Drawings/Sheets
 - Appendix B — Bid Sheet

3. Scope of Work

The contractor shall provide all labour, materials, equipment, and services necessary to complete the community centers (Mildmay and Teeswater) roof repairs, including:

3.1 Roof Repair Work

- Removal of damaged roofing materials as indicated on drawings
- Wet or damaged insulation to be removed and replaced
- Installation of new roofing materials to match existing or as specified.
- Replacement or repair of flashing, trim, and edge metal.
- Sealing of penetrations, joints, and transitions.
- Ensuring proper drainage and slope integrity.
- Install heating cables to prevent ice build up these are to be installed by qualified electrician.

3.2 Safety & Protection

- Full compliance with OHSA and all applicable safety regulations.
- Protection of the building interior during construction.
- Dust, debris, and water infiltration control.

3.3 Site Requirements

- Daily cleanup and safe storage of materials.
- Coordination with municipal staff for site access.
- Maintaining public safety around the work area.

4. Contractor Qualifications

Bidders must demonstrate:

- Minimum **5 years** experience in commercial or municipal roofing.
- Successful completion of at least **three (3)** similar projects.
- Proof of insurance:
 - \$5M general liability with indemnifying the Municipality
 - WSIB clearance
- Ability to meet project timelines.

5. Submission Requirements

Bids must complete the attached bid form and must include:

- 1. Company Information**
 - Legal name, address, contact person
 - Years in business
 - Relevant experience
- 2. Detailed Pricing**
 - Labour
 - Materials
 - Equipment
 - Disposal
 - Contingencies
 - Additional scope of work

- HST shown separately
- 3. **Project Schedule**
 - Start date
 - Duration
 - Key milestones
- 4. **Warranty Information**
 - Material warranty
 - Workmanship warranty
- 5. **Acknowledgment of Drawings and Addenda**
- 6. **List of Subcontractors** (if applicable)

Tenders that do not comply strictly with our terms and conditions or bids which are incomplete, obscure, or made subject to further conditions or qualifications may be rejected as informal or disqualified by the Municipality.

6. Evaluation Criteria

Bids will be evaluated based on:

- Price (40%)
- Experience and qualifications (25%)
- Schedule and availability (25%)
- Warranty and materials (5%)
- Completeness of submission (5%)

Note: Submission of a proposal constitutes a waiver of any action by the Bidders resulting from the Owner's acceptance of any Proposal. **LOWEST OR ANY PROPOSAL MAY NOT BE ACCEPTED.** The Municipality reserves the right to accept or reject any proposal based upon the suitability, design and products quoted.

7. Tender Timeline

- **Tender Issued:** June 12, 2026
- **Mandatory Site Visit:** June 26, 2026 – 9:00am Meet at the Teeswater Culross Community Center - 21 Marcy St E, Teeswater, ON N0G 2S0
- **Questions Due:** July 2, 2026
- **Addenda Issued (if any):** July 6, 2026
- **Tender Closing:** Thursday, July 9, 2026 – 1:00pm

Late submissions will not be accepted.

8. Questions

Questions with respect to the project should be addressed in writing to:

Leanne Martin, CAO

lkennedy@southbruce.ca

9. Submission Instructions

Sealed bids must be clearly marked: “**Tender – Arena Roof Repair – [Company Name]**”

And delivered to:

Leanne Martin, CAO
Municipality of South Bruce
21 Gordon Street
Teeswater, ON N0G 2S0

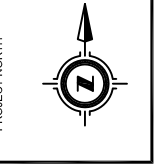
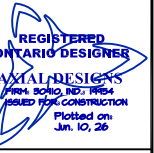
Electronic submissions may be accepted by sending to lkennedy@southbruce.ca

10. Additional Information

- Contractors are responsible for reviewing all drawings and verifying site conditions.
- Any discrepancies must be reported prior to bid submission.
- The municipality reserves the right to accept or reject any or all bids

11. Appendices

- **Appendix A** — Roof Repair Detail Drawings/Sheets
- **Appendix B** — Bid Sheet
- **Appendix C**: Addenda (if issued)



PROJECT LOCATION
21 Gordon St E
Teeswater, Ontario

PROJECT **Roof Repair**
CLIENT **Municipality of South Bruce**
DRAWING **KEY/ROOF PLAN - TEESWATER**

DRAWN	MAD
DATE	Jun. 10, 26
SCALE	AS NOTED
FILE	26-010
REV No.	0.01

1.0

ALL DIMENSIONS AND MATERIAL
REQUIREMENTS ARE TO BE SITE VERIFIED
PRIOR TO COMMENCEMENT OF WORK

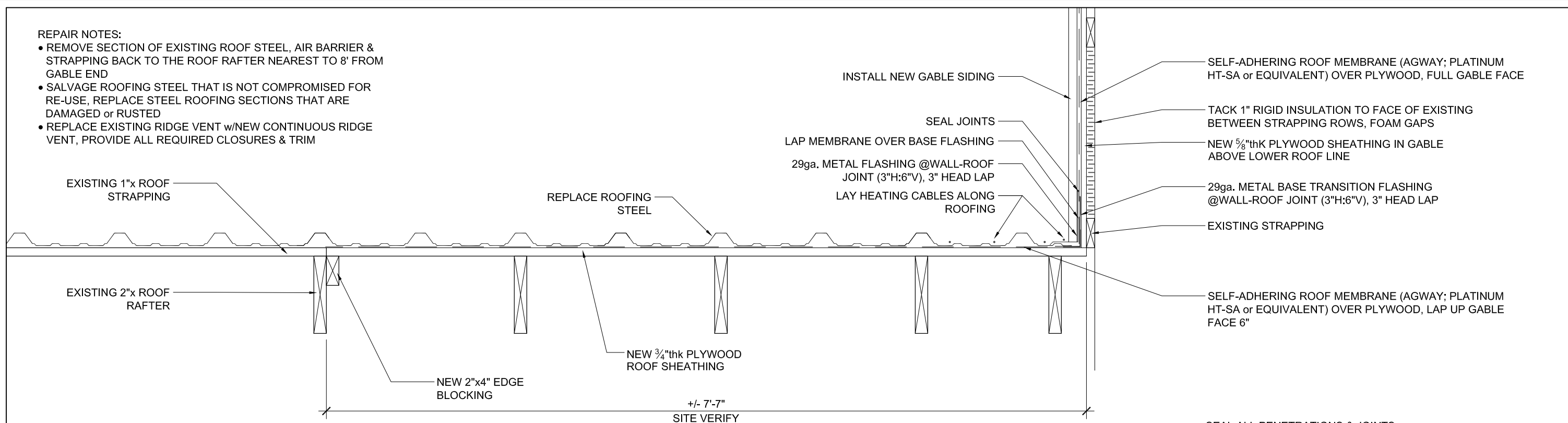


KEY/ROOF PLAN

SCALE: 3/8" = 1'-0"

REPAIR NOTES:

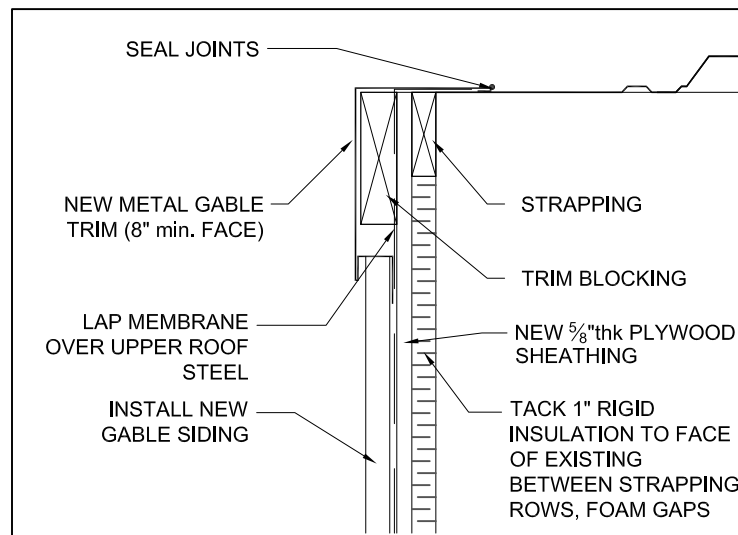
- REMOVE SECTION OF EXISTING ROOF STEEL, AIR BARRIER & STRAPPING BACK TO THE ROOF RAFTER NEAREST TO 8' FROM GABLE END
- SALVAGE ROOFING STEEL THAT IS NOT COMPROMISED FOR RE-USE, REPLACE STEEL ROOFING SECTIONS THAT ARE DAMAGED or RUSTED
- REPLACE EXISTING RIDGE VENT w/NEW CONTINUOUS RIDGE VENT, PROVIDE ALL REQUIRED CLOSURES & TRIM



ROOFING REPAIR DETAIL

SCALE: 1" = 1'-0"

AGWAY METALS PROFILE 4-150 USED AS REPRESENTATION, CONFIRM PROFILE OF EXISTING



GABLE TRIM DETAIL

SCALE: 1-1/2" = 1'-0"

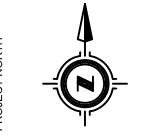


PROJECT NORTH

PROJECT LOCATION
21 Gordon St E
Teeswater, Ontario

PROJECT	Roof Repair
CLIENT	Municipality of South Bruce
DRAWING	DETAILS - TEESWATER

DRAWN	MAD
DATE	Jun. 10, 26
SCALE	AS NOTED
FILE	26-010
REV No.	0.01



PROJECT LOCATION
21 Gordon St E
Teeswater, Ontario

PROJECT	Roof Repair
CLIENT	Municipality of South Bruce
DRAWING	KEY/ROOF PLAN - MILDWAY

DRAWN	MAD
DATE	Jun. 10, 26
SCALE	AS NOTED
FILE	26-010
REV No.	0.01

1.1



KEY/ROOF PLAN

SCALE: 3/8" = 1'-0"

ALL DIMENSIONS AND MATERIAL REQUIREMENTS ARE TO BE SITE VERIFIED PRIOR TO COMMENCEMENT OF WORK

REPAIR NOTES:

- REMOVE GABLE STEEL, SALVAGE FOR RE-USE
- REPLACE SECTION OF GABLE STEEL AS REQUIRED TO EXTEND TO ROOF DECK BELOW

EXISTING 2"x ROOF STRAPPING

REPLACE ROOFING STEEL

EXISTING STEEL BUILDING ROOF PURLIN

RE-INSTALL GABLE SIDING

LAP MEMBRANE OVER METAL BASE FLASHING

TRIM BLOCKING

LAY HEATING CABLES ALONG ROOFING (RUN UNDER SNOW STOPS)

CAULK JOINT

SELF-ADHERING ROOF MEMBRANE (AGWAY; PLATINUM HT-SA or EQUIVALENT) OVER PLYWOOD, FULL GABLE FACE

NEW 5/8"thk PLYWOOD SHEATHING IN GABEL ABOVE LOWER ROOF LINE

29ga. METAL STEPPED BASE TRANSITION FLASHING @WALL-ROOF JOINT (3"H:6"V), 3" HEAD LAP

NEW 1"x4" STRAPPING SECURED TO BLOCK

SELF-ADHERING ROOF MEMBRANE (AGWAY; PLATINUM HT-SA or EQUIVALENT) AS BASE FLASHING (3"H:6"V), ADHERE TO ROOFING STEEL & UP GABLE WALL

EXISTING BLOCK WALL

SEAL ALL PENETRATIONS & JOINTS w/EXTERIOR GRADE CAULKING

ROOFING REPAIR DETAIL

SCALE: 1" = 1'-0"

SEAL JOINTS

NEW METAL GABLE TRIM (8" min. FACE)

STRAPPING

TRIM BLOCKING

LAP MEMBRANE OVER UPPER ROOF STEEL

NEW 5/8"thk PLYWOOD SHEATHING

INSTALL NEW GABLE SIDING

TACK 1" RIGID INSULATION TO FACE OF EXISTING BETWEEN STRAPPING ROWS, FOAM GAPS

GABLE TRIM DETAIL

SCALE: 1-1/2" = 1'-0"



PROJECT NORTH

PROJECT LOCATION
21 Gordon St E
 Teeswater, Ontario

PROJECT	Roof Repair
CLIENT	Municipality of South Bruce
DRAWING	DETAILS - MILDWAY

DRAWN	MAD
DATE	Jun. 10, 26
SCALE	AS NOTED
FILE	26-010
REV No.	0.01

BID FORM

TENDER FOR ARENA ROOF REPAIR

1. Bidder Information

Company Name: _____

Address: _____

City/Province: _____ **Postal Code:** _____

Contact Name: _____

Title: _____

Phone: _____

Email: _____

Years of Experience: _____

List three projects completed that are of similar nature:

- 1.
- 2.
- 3.

2. Total Bid Price

The Bidder hereby submits the following price to complete all work described in the Tender Documents, including labour, materials, equipment, disposal, and all associated costs.

2.1 Teeswater Culross Community Center

Total Bid Price (excluding HST): \$ _____

HST: \$ _____

Total Bid Price (including HST): \$ _____

2.2 Mildmay Carrick Community Center

Total Bid Price (excluding HST): \$ _____

HST: \$ _____

Total Bid Price (including HST): \$ _____

3. Price Breakdown

3.1 Teeswater Culross Community Center

Labour: \$ _____

Materials: \$ _____

Equipment: \$ _____

Disposal: \$ _____

Contingency (if applicable): \$ _____

Additional Work Identified outside of scope provided: \$ _____

Description of additional work:

3.2 Mildmay Carrick Community Center

Labour: \$ _____

Materials: \$ _____

Equipment: \$ _____

Disposal: \$ _____

Contingency (if applicable): \$ _____

Additional Work Identified outside of scope provided: \$ _____

Description of additional work:

4. Schedule

Earliest Start Date: _____

Estimated Duration: _____

Completion Date: _____

5. Warranty

Material Warranty: _____

Workmanship Warranty: _____

6. Subcontractors (if applicable)

Work/Trade Subcontractor Name Contact Information

7. Addenda Acknowledgment

The Bidder acknowledges receipt and review of the following addenda:

- Addendum #1: Yes No
- Addendum #2: Yes No
- Addendum #3: Yes No

(Attach additional pages if required.)

8. Declaration

The Bidder declares that:

- They have examined all tender documents and drawings.
- They have visited the site.
- The bid price includes all work required to complete the project.

Authorized Signature: _____

Name (Print): _____

Title: _____

Date: _____