

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

1. INTRODUCTION

The Corporation of the City of Vaughan (Owner) is soliciting bids from 'qualified' Bidders to undertake all work associated with the Roof Replacement at Garnet A. Williams Community Centre, located at 501 Clark Ave W, Thornhill, ON L4J 4E5.

2. SCOPE OF WORK

Bidders shall refer to following attachments:

- Appendix A – Terms of Reference
- Appendix B – Specifications and Drawings
- Appendix C – Health and Safety Documentation
- Appendix D – Photos
- Appendix E – Request for Approval of Equal Form
- Appendix F – Roof Manufactures Review & Certification
- Appendix G – Eagleview report

Specifications and Drawings prepared by Tri-Tec Pinnacle

3. MANDATORY REQUIREMENT

- i. Bidders must submit the following documents with the Bid submission:
 - **Roof Manufactures Review & Certification (Appendix F)**
- ii. Failure to provide the completed Appendix F – Roof Manufactures Review & Certification at the time of Bid submission will **result in bid disqualification**.

4. QUALIFICATION OF BIDDER

The following documents are required for all the proposed staffs, upon award:

- i. Working at Heights Training certificate
- ii. Ladder Safety Training certificate.

5. DATE OF COMPLETION

- i. Work described under this Contract is expected to be fully completed by **November 30, 2025**, at the latest.
- ii. The term of the contract will be from date of contract execution and will end on project completion.

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

6. WORKING HOURS / SCHEDULE

- i. Schedule to be coordinated and approved by Owner's staff.
- ii. The hours of work shall be adhered to by the Contractor and shall be 0700 hours (7:00 a.m. LOCAL TIME) to 1900 hours (7:00 p.m. LOCAL TIME), excluding Sundays and Statutory Holidays, as observed by the City of Vaughan Noise By-Law #96-2006.
- iii. The Contractor shall not execute its Work under the Contract on a day other than a Working Day, without permission in writing from the Owner, except in case of emergency whereby retrospective approval is required. The Contractor acknowledges that its Bid has been based on this normal working day and hour's requirements.
- iv. Should the Contractor wish to carry on its operations on a day other than a Working Day, that is a holiday or outside the regular hours of work, on which the Owner's employees are not required to work, written application for approval shall be made at least forty eight hours (48 hours) in advance of such event. Such permission may or may not be granted at the discretion of the Owner and no claim for extension of time may be made should permission not be granted. If the Contractor is granted permission by the Owner under this section to perform Work during a day other than a normal working day or outside the regular hours of work, the Owner may recover from the Contractor, all cost incurred with the granting of the request, including but not limited to the overtime payment of Owner's inspection staff.

7. PRICING

Prices submitted shall include all costs that will be incurred by the Contractor to execute the work as described throughout this bid document; this includes but is not limited to labour, materials, equipment, administration, loading / unloading transportation / shipping expenses, and all other associated costs to complete the **entire work**.

8. CODES AND STANDARDS

All work shall conform to the following Codes and Standards, as applicable:

1. Canadian Electric Code (C.E.C) and applicable local Electric Code.
2. CSA B52 (Mechanical Refrigeration Code)
3. CSA B51 (Boiler, Pressure Vessel, and Pressure Piping Code)
4. Underwriters Laboratories (U.L.C) listing and labels.
5. American National Standards Institute (A.N.S.I).
6. Occupational Safety and Health Administration (O.S.H.A).
7. American Society for Testing and Materials (A.S.T.M).
8. Ontario Building Code (O.B.C) - Latest Edition
9. Ontario Fire Code (O.F.C) - Latest Edition

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

10. Ontario Gas Code (O.G.C) - Latest Edition
11. E.S.A and T.S.S.A - current Regulations

In the case of conflicts or discrepancies, the more stringent regulation shall apply.

All work shall meet the approval of the authorities having jurisdiction at the project site.

9. WORKMANSHIP

The Contractor shall provide all services in a professional manner that meets or exceeds the higher of code compliance or industry standards as applicable. The services shall enable the equipment/products to perform in all material respects in accordance with the manufacturer's documentation and specifications and shall correct any defects in performance or materials within the time provided in this Contract.

Any goods, materials or parts which are supplied under the Contract and also those which are not specifically designated or are found to be necessary for the fulfilment of the Contract, shall be of high commercial quality and produced in accordance with, in good standards of manufacturing practices.

Where a proprietary product or system has been specified, the Contractor shall use the material specified unless approval in writing has been obtained from the Owner to use another material.

10. CONTRACTOR PERSONNEL

- i. Only Contractor Personnel are allowed on the job premises.
- ii. Contractor Personnel may be subject to security screening by the Owner as the Owner may determine in its sole discretion. No persons will be allowed to perform any services on behalf of the Contractor at the Owner premises if the Owner, in its sole discretion, deems such persons not to have passed such security screening.
- iii. The Contractor shall ensure that all Contractor Personnel are dressed in an appropriate and presentable manner on or around Owner premises and have a badge or logo that clearly identifies the company and the person.
- iv. Upon the Owner's request, the Contractor shall provide the Owner with an up-to-date register of all its Contractor Personnel. The register shall contain the names, phone numbers, and addresses of all Contracted personnel, along with the trade certifications of each Contractor Personnel.
- v. All Service shall be performed by qualified or certified licensed trades, in good standing, who are fully trained in the operation and function of equipment and the execution of the Services.

11. CONTRACTOR USE OF SITE(S)

- i. The Contractor shall remove and dispose of all surplus and/or waste materials, with the exception of those materials that are specifically identified as Owner property. The Contractor shall dispose of all surplus and/or waste materials in accordance with the Ministry of Energy and Environmental Standards and Regulations, as well as in accordance with all applicable laws.
- ii. The Contractor shall not unreasonably encumber any Services site with material & equipment, and shall remove any materials and equipment from the Services site immediately after the services are done.
- iii. The Contractor shall be responsible for the provision of storage and security of the Contractor's equipment and material. The Owner shall not be responsible for any damages or loss of the Contractor's materials and/or equipment.
- iv. The Contractor shall take all necessary precautions in protecting the Owner's property from damage.

12. PROTECTION OF ADJACENT STRUCTURES OR PROPERTIES

- i. The Contractor shall be responsible for any damage to other work, any materials become damaged and cannot be restored to original condition shall be replaced at the Contractor's expense.
- ii. The Contractor shall be responsible for providing such material and taking such action to prevent damage to surrounding structure, equipment, or properties. The Contractor shall be liable for the cost of any damage to surrounding structure, equipment and/or properties arising as a result of the Contractor's presence or performance of the Contract.

13. RESTORATION

The Contractor shall restore all features damaged or destroyed during the construction of the services under this contract to the satisfaction of the Owner and at no cost to the Owner.

14. WARRANTY

- i. Prior to final payment, the Contractor will to the Owner's Representative
- ii. Contractor will correct, at Contractor's expense, any defects in the Work due to workmanship occurring within a period of two (2) years from the date of completion of the total Work.
- iii. The successful bidder to provide the roofing system's Manufacturer's written and signed document in the Owner's name, certifying all labour and product performance properties for a period of twenty (20) years, starting from the date of roof project substantial completion.

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

- iv. In year two (2), year five (5), year ten (10) and year fifteen (15) of the Warranty, the Manufacturer shall provide roof inspections, preventative maintenance, and additional housekeeping services at no cost to the owner.

15. SANITARY FACILITIES

Sanitary facilities will not be available at the job site. It will be required that the successful Contractor supply portable washroom facilities on the site for the entire duration of this Roofing Project.

16. SAFETY EQUIPMENT

All crew members and related personnel are required to wear CSA approved safety boots, safety glasses, hard hats, full length pants and long sleeve shirts and work gloves during the performance of their duties. Sub-Contractors are required to do the same as it relates to the safety boots, safety glasses and hard hats.

17. SET-UP SAFETY

- i. A first aid kit and fully charged fire extinguisher should be on site and location known to all employees.
- ii. Location and phone numbers of hospital or ambulance service is to be kept on hand, be easy, and quick to access.
- iii. Supply all necessary safety barriers including roof perimeter guard rails as per the Ontario Ministry of Labour regulations.
- iv. Perimeter safety barricades, touch lines and/or safety lines are required to be in place, separately or in tandem, at the nearest perimeter to which roofing work is being performed.
- v. It is required that safety barricades/ construction fencing be set up for the duration of the Project at the ground hoisting area and the kettle location.

18. QUALITY ASSURANCE

The Contractor and /or The Sub-Contractor Undertaking any part of the work shall be experienced in conducting the specific type of work and the personnel performing the work shall have valid License(s) required to perform the work of the specific trade, after contract execution.

19. EXAMINATION OF SITE BY BIDDERS

Although a Non -Mandatory Site Meeting has been scheduled, Bidders are required to satisfy themselves by attending the site meeting and examination of this site for the Work and of the existing conditions which may be encountered on or adjacent to the site, including without limitation, all observable underground/overhead utilities locations, surface and sub-surface conditions, existing structures on or adjacent to the sites, access routes and other conditions which may affect performance of the Work.

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

All Bidders attending the site meeting must require to wear proper personal protective equipment (PPE).

20. CONDUCT OF OPERATIONS

The Contractor shall conduct the operation of this contract in a cooperative manner with the Owner and shall interfere as little as possible with the normal operation and function of the facility and programs.

The area of work may be occupied at the time the work is being completed. Whether these areas are occupied or not, the work of the Contractor is to be pursued diligently to the end and each area is to be finished at the earliest possible moment after starting. Work shall be done in areas as directed by the Owner, so that inconvenience to the staff and patrons of the building will be kept to a minimum.

21. PRE-CONSTRUCTION DEFICIENCIES

Prior to construction, provide digital photos documenting the state of existing site elements. If pre-existing damage is not documented, the Contractor will be responsible for addressing the deficiency upon project close out.

22. CASH ALLOWANCE

Inspection and additional Testing as directed and approved by the Owner's staff.

23. PROCEDURE OF REQUEST FOR APPROVAL OF EQUIVALENT PRODUCT

- i. To request an approval of an equivalent product, the **Bidders must complete and submit the Request for Approval of Equivalent Form together with Technical Specifications (ESA inspection and certification) to the Owner during the question period. All documents shall be sent by Question Deadline (Thursday, April 10, 2025 3:00 pm)**. Requests submitted after the question deadline period will not be accepted. The products offered must be equivalent or superior to the brand identified as to; quality, function, design, dimensions and meet all standards.
- ii. The Requests for Approval of Equivalent Form shall be emailed by no later than **Thursday, April 10, 2025 3:00 pm** local time to:

Ruby Phan
Procurement Services Department
e-mail: ruby.phan@vaughan.ca
- iii. Registered Plan Takers are permitted to submit one (1) Request for Approval of Equivalent Form for each item.
- iv. All requests for approval of Equivalent will be responded through an Addenda.
- v. Once the Owner has reviewed the Request for Approval of Equivalent and a decision has been made, the decision will be final.

RFT25-070 Roof Replacement at Garnet A. Williams Community Centre

- vi. Only approved, Request for Approval of Equivalent by the Owner will be accepted upon closing bid submission.
- vii. Bidders must submit with their Approval of Equivalent Form detailed manufacturer specifications, brochures.

24. LIST OF ADDITIONAL DOCUMENTS TO BE UPLOADED IN THE BIDDING SYSTEM

The following information is required as part of the Tender and shall be uploaded by Bidders in the Documents section of the Bid.

Attachment 1 – Completion of Roof Manufacturers Review & Certification (Appendix F)

END OF DOCUMENT