

REQUEST FOR QUOTATION

Lavigne Fire Station

Shingles Replacement

Quote No.

2025-028

Bid Closing: October 1, 2025

Site Visit: September 17, 2025 at 10am.



Joie de vivre



www.westnipissingouest.ca



West Nipissing Quest

**MUNICIPALITY OF WEST NIPISSING
LAVIGNE FIRE STATION SHINGLES REPLACEMENT**

**SECTION 1.0
INSTRUCTION TO BIDDERS**

INVITATION TO BIDDERS

The Municipality of West Nipissing is seeking qualified contractors to supply labour, materials and equipment for the replacement shingles and other associated work at Lavigne Fire Station located at 10578 Highway 64 Lavigne.

Owner: Municipality of West Nipissing
101-225, Holditch st.
Sturgeon Falls, On P2B 1T1
Phone: 705-753-2250
Fax: 705-753-3950

**MUNICIPALITY OF WEST NIPISSING
LAVIGNE FIRE STATION SHINGLES REPLACEMENT**

**SECTION 1.0
INSTRUCTION TO BIDDERS**

BID SUBMISSION

- 1.0)** Bid documents must be returned in a sealed envelope clearly marked “Lavigne Fire Station Shingles Replacement” complete with bidder’s Company name and Bid reference number to the exterior drop box at the Municipality of West Nipissing town hall, 101-225 Holditch Street, Sturgeon Falls, Ontario P2B 1T1, before 10:00 AM (local time) on October 1, 2025 (the “Official Closing Time”).
- 1.1)** Bids will be deemed to have been received when a Municipality representative has stamped the envelope with the time and date of receipt with the time clock located at the services counter. The time clock located at the service counter is the official time piece. Bids may also be submitted through the exterior drop box at Town Hall, 225 Holditch Street, Sturgeon Falls. Bids submitted through the exterior drop box will be recorded as received when the drop box is opened the following morning.
- 1.2)** Bids submitted by facsimile or electronically will not be considered.
- 1.3)** All pages contained in the bid documents form an integral part of this bid.
- 1.4)** The lowest or any bid will not necessarily be accepted. The owner may decide, at its sole discretion, that no bid submitted will be accepted and no contract will be awarded pursuant to this bid process. If the owner elects to reject all bids, all bidders will be notified and the owner will not be liable to any bidder in preparing the bid, damages, loss of anticipated profit in connection with the work, or any matter whatsoever.
- 1.5)** Bidders are required to check the Municipality of West Nipissing website for addenda issued before the closing date and time. If the contract administrator determines that an amendment is required to the bid documents, the contract administrator will prepare an addenda and post it to the Municipality of West Nipissing website.
- 1.6)** Partial or incomplete bids will not be considered.
- 1.7)** In case of a corporation that has a corporate seal, the corporate seal shall be affixed to the bid form.
- 1.8)** Bidders are advised that the Municipality functions through its Policy 2006/332 “Validity of Tenders” and its Bylaw 2016/89 “By-Law to Establish Purchasing Policies and Procedures for the Municipality of West Nipissing”, including revisions to those policies passed by Municipal Council.

QUESTIONS AND CLARIFICATIONS

- 2.0)** Enquiries, request for explanation, interpretations or clarifications must be submitted by email to jbelanger@westnipissing.ca. Only those inquiries submitted by email will be considered. Emails submitted must include the quotation title and quotation reference number.
- 2.1)** Enquiries will be received up to noon local time on September 26, 2025. Enquiries received after the date and time noted will not receive a response.

BID OPENING

- 3.0)** Bids will be opened immediately after Bid Closing time and will be available via live stream on the Municipality's web site. Only the names of the Bidders and bid price will be disclosed.
- 3.1)** Bid received after the official closing time is considered LATE, and will not be accepted and will be returned unopened to the bidder.

ADJUSTMENT OR WITHDRAWAL OF BIDS

- 4.0)** Adjustment by telephone, facsimile or letter for a bid already received will not be considered. A bidder desiring to make adjustment to a bid must withdraw the submission and/or supersede it with another offer.
- 4.1)** Bidders may withdraw its bid at any time prior to closing provided the withdrawal:
- i) is in the form of a letter and,
 - ii) state the name of the bidder and clearly identifies the bid that is being withdrawn and;
 - iii) is signed by the bidder's duly authorized signing officer;
- 4.2)** Bids may not be withdrawn after they have been opened and read publicly. Successful bidders wishing to withdraw a bid shall pay the difference between their low bid and the next lowest bid.

EXAMINATION OF SITE CONDITIONS

- 5.0)** It is the responsibility of the bidder before submitting a quote to carefully examine the site of the proposed work. Bidders shall fully informed themselves as to the existing site conditions and limitations to determine all factors relating to the place of work that may affect the performance of the work, conditions such as weather and availability of labour, the ground, quality and quantity of the material to be encounter, the equipment and facilities needed preliminary to and during the execution of the work, the general local conditions, and all matters which are necessary for the full and proper completion of the work and the conditions under which it will be performed.
- 5.1)** Any failure to fully investigate the sites of the work or the foregoing conditions shall not relieve the bidder from his responsibility for estimating properly the difficulty or cost of successfully performing the work. Neither the owner, nor any of his representative or agents, assumes any responsibility for the accuracy of site information indicating in the RFQ documents and the bidders must evaluate such information relative to the actual conditions at the place of the work.
- 5.2)** Site visit: A non-mandatory site visit will be held on September 17, 2025 at 10am on site.

BID DOCUMENT DISCREPENCIES AND OMISSION

- 6.0)** Bidders are responsible to review the bid documents and to verify they are complete. If the bidder finds discrepancies or omissions from the drawings, specifications and other documents, the bidder should submit a written request for correction to the contract administrator. Any required correction, addition, deletion or revision to the bid documents will be by written addenda to the bid documents issued by the contract administrator by posting to the Municipality of West Nipissing website.

REQUEST OF APPROVED EQUALS AND ALTERNATIVES

- 7.0)** Request for equals to the material, equipment or methods of fabrications specified, should be submitted in writing to the contract administrator. These requests should contain pertinent data such as specifications, construction and operational characteristics, cost savings etc. in order to assist the contract administrator in his decision. Approvals for equals will be in the form of addenda. The contract administrator is not obligated to review and approve equals prior to the bid closing time.

INSURANCE

- 8.0)** The successful tender shall, within (7) calendar days after receipt of the owner's notice of award, deliver to the owner a copy of certificate attesting to the fact that the required policies of insurance have been obtained by the bidder
- i) General Commercial Liability in the amount of \$2,000,000 (two million)
 - ii) The Municipality of West Nipissing shall be included as additionally insured, but only in respect of and for the duration of the services to be performed under this agreement.

PRE-QUALIFICATION OF CONTRACTOR

- 9.0)** Contractor or all sub-contractors working for the contractor must pre-qualify with the Municipality of West Nipissing health and safety officer before starting work.

QUOTE FORM:

- 1.1)** I/we recognize the right of the owner to reject any and all bids for any reason without explanation and that the lowest bid may not be necessarily be accepted.
- 1.2)** I/we understand that my/our bid will be subject to rejection unless it is prepared in strict accordance with all the requirements of the bid documents.
- 1.3)** All pricing shall be in Canadian funds, all applicable taxes included with the exception of HST which will be considered as extra to the cost
- 1.4)** I/we hereby acknowledge receipt of the following addenda ____ to ____ forming part of the bid documents **(If none have been received, write the word none)**
- 1.5)** Bids shall be irrevocable and shall remain open for acceptance by the owner for a period of 30 calendar days from closing.
- 1.6)** If a discrepancy is found in the bid form between the unit price and the total amount, the unit prices shall be considered as representing the intention of the bid.

**MUNICIPALITY OF WEST NIPISSING
LAVIGNE FIRE STATION SHINGLES REPLACEMENT**

**SECTION 2.0
QUOTATION FORM**

FORM OF QUOTE

BASE BID

Having carefully examined the site and all conditions affecting the proposed work as well as the specifications, all addenda and the instruction to bidders, I/we, undersigned, hereby offer to furnish all necessary labour, materials, supervision, tools, equipment etc., required to complete all work requisite for the proper execution of this contract, expeditiously and in the satisfactory manner and accept in full payment therefore stipulated sum of:

Dollars \$

(Excluding HST)

I/we agree to commence work within ____ weeks after the acceptance of the quotation and to complete the work in ____ weeks from the acceptance of the quotation.

ADD-ON PRICE#1 The add-on price shall not be included in the total base bid price and will not form part of the contract unless explicitly approved by the Municipality in writing.

Item	Cost/sheet HST excluded
Replace damaged roof sheeting	

**MUNICIPALITY OF WEST NIPISSING
LAVIGNE FIRE STATION SHINGLES REPLACEMENT**

**SECTION 2.0
QUOTATION FORM**

Signatures:

Vendor full business name:

Vendor full business mailing address:

Phone No: _____ Fax No: _____

Email: _____

Signature: _____

I have the authority to bind this company/corporation

NAME: _____ (Please Print)

TITLE: _____ (Please Print)

Dated at _____ this _____ day of _____, 2025

CORPORATE SEAL:

APPENDIX "A"

PREVIOUS EXPERIENCE

Please indicate three(3) past/current related work experience

All bidders must demonstrate similar experience by providing references from a government/public sector entity of similar nature. Bidders without or with insufficient government/public sector experience may be disqualified. Past experience with the Municipality will also be considered. Prior poor performance with the Municipality may result in disqualification. Decisions of disqualification by the Municipality will be deemed final and will be given to the bidder in writing.

Reference#1

Project Title & brief description of work:

Project start date: _____ Project end date: _____

Total value of contract awarded : \$ _____

Owner or Contractor who awarded contract: _____

Contact person: (Full Name) _____ Phone: _____

Reference#2

Project Title & brief description of work:

Project start date: _____ Project end date: _____

Total value of contract awarded: \$ _____

Owner or Contractor who awarded contract: _____

Contact person: (Full Name) _____ Phone: _____

Reference#3

Project Title & brief description of work:

Project start date: _____ Project end date: _____

Total value of contract awarded: \$ _____

Owner or Contractor who awarded contract: _____

Contact person: (Full Name) _____ Phone: _____

HEALTH & SAFETY

- 1.0) General:** General: Contractor must comply with the Occupational Health and Safety Act (OHSA), the Regulations for Construction Projects, the Municipality of West Nipissing safety.
- 1.1) Competent person:** Contractor is responsible using their training, knowledge and experience to protect the health and safety of their workers and others, reporting to their supervisor the absence of, or defect in any protective equipment or device, and reporting to their supervisor, any circumstances or conditions that may limit their ability to comply with the requirements of the OHSA and the Municipality of West Nipissing Safety policy.
- 1.2) Equipment & tools:** All equipment and tools used by the contractor shall conform to Canadian Standards Association (CSA) or manufacture specifications. The Municipality Of West Nipissing reserves the right to prohibit the use of any equipment and methods or practices that do not conform to acceptable standards. Defective equipment and tools shall be removed from the work site premises immediately.
- 1.3) PPE:** All workers must wear appropriate CSA approved eye protection, hearing protection, CSA approved hard hats, CSA approved foot protection and CSA approved gloves at all time while working on the job site.
- 1.4) Fall protection:** Safety harness and lanyard are required by anyone working more than 3 meters above a surface. The safety harness must be secured to a fixed support so that a worker cannot fall more than five feet. Proof of certification shall be submitted before starting any work at height.
- 1.5) WHMIS:** No hazardous material is to be stored or used on work site by the contractor unless the prescribed requirements concerning labelling material safety data sheets (MSDSs) and worker instruction and training are met.
- 1.6) MSDS:** Material safety data sheets for all hazardous products shall be kept on site.
- 1.7) Proof of training:** The contractor shall submit within five(5) calendar days after the contract award, copies of WHMIS, copies of health and safety awareness, first aid certificate and certificates pertaining to the work being done for all workers working on the job site.
- 1.8) Reporting:** Contractor must report immediately to the contract administrator all workplace incidents, near misses, injuries and illnesses and environmental damages. Contractor shall also report accidents/incidents to the ministry of labour or any other appropriate authority required by legislation.
- 1.9) Supervision:** Contractor shall comply with OHSA regulations.
- 1.10) Health & Safety Station:** Contractor shall provide at all time a dedicated station for workers to have access to the contractors H&S manual, the emergency response plan, the OH&S Pocket book, MSDS sheets, WSIB information, Eye wash stations and emergency aid kit.
- 1.11) WSIB:** Contractor shall provide the Municipality with a current WSIB Clearance Certificate within five (5) days of contract award.

AGREEMENT BETWEEN OWNER AND CONTRACTOR

- 2.0)** Upon acceptance of the RFQ, the owner will submit a purchase order.

PERMITS AND APPROVAL

- 3.0)** Successful bidder shall obtain all necessary permits and/or approvals from authorities having jurisdiction before starting the work.
- 3.1)** Building permit fee will be at the expensed of the Municipality.

LOCATES

- 4.0)** The contractor shall be responsible to coordinate with utility companies locates of all buried utilities and services.
- 4.1)** No excavation work shall start before clearance from utility companies having jurisdiction has been cleared.
- 4.2)** Copies of locates shall be in all equipment used to complete the excavation at all time.

WORKMANSHIP

- 5.0)** Workmanship shall be of the best quality, executed by workers qualified, experienced and thoroughly skilled in the respective duties for which they are employed. Decision as to the quality or fitness of workmanship in case of any dispute rests solely with the contact administrator, whose decision is final.
- 5.1)** Contractor will be informed about any unsatisfactory performance, as identified by the contractor administrator, and given a reasonable opportunity to remedy. Unresolved unsatisfactory performance issues may result in termination of the remainder of the contract.
- 5.2)** The Municipality reserves the right to disqualify a contractor due to the Bidder's past performance on previous contracts awarded, failure to complete awarded work, or termination of previous contracts.

WORK WARRANTY AND MATERIAL WARRANTY

- 6.0)** During the warranty period, the contractor agrees to restore defective work to the standard of the RFQ documents or manufacture specifications without cost to the Municipality of West Nipissing, including material and labour, for a period of 5 year after acceptance of the work.
- 6.1)** The contractor shall submit a letter of warranty to the Municipality of West Nipissing immediately after final approval from the contract administrator.

CONSTRUCTION SCHEDULE

- 7.0)** Submit within 7 days following approval, a final schedule of construction indicating details of completion of all major items pertaining to the contract.

AVAILABILITY OF PRODUCTS AND MATERIALS

- 8.0)** Upon award of contract, the contractor shall determine the delivery time necessary for all products and equipment required for the project. The contractor shall order items to ensure that deliveries to the project is such that the agreed construction schedule is maintained. If requested, the contractor shall produce evidence to substantiate the availability of the material.

PRODUCT AND MATERIAL QUALITY

- 9.0)** All materials and equipment shall be new, not damaged or defective. Defective products will be rejected regardless of previous inspections. The contractor shall remove and replace defective products at their own expense and be responsible for delays and expense caused by rejection. Materials and product

COMPLETION AND FINAL INSPECTION

- 10.0)** When satisfied that the work is complete, the contractor shall make a written request to the contract administrator for an inspection. Within five calendar days of receipt of request, the contract administrator and the contractor shall jointly inspect the work.
- 10.1)** Deficiencies, if any, shall be noted, and a list shall be prepared and issued by the contractor administrator.

- 10.2)** The contractor shall correct deficiencies as listed at no cost to the Municipality of West Nipissing, and notify the contract administrator for a final deficiency inspection.

11.0) SHOP DRAWINGS

- 12.0)** Upon request from the contract administrator, the contractor shall submit shop drawings showing all materials, layouts, size, finishes and manufacture specifications of the material being installed.

AS-BUILT DRAWINGS

- 13.0)** Upon request from the contract administrator, the contractor shall submit as-built drawings of all buried services, structures and underground utilities that formed part of the contract.

CONSTRUCTION SCHEDULE

- 14.0)** Submit within (10) days following approval, a final schedule of construction indicating details of completion of all major items pertaining to the contract.

AVAILABILITY OF PRODUCTS AND MATERIAL

- 15.0)** Upon award of the contract, the contractor shall determine the delivery time necessary for all products, equipment required for the project. The contractor shall order items to ensure that delivery to the project is such that the agreed construction schedule is maintained. If requested, the contractor shall produce evidence to substantiate the availability of the material.

PRODUCT AND MATERIAL QUALITY

- 16.0)** All material and equipment shall be new, not damaged or defective. Defective products will be rejected regardless of previous inspections. The contractor shall remove and replace defective products at their own expense and be responsible for delays and expense caused by rejection.
- 16.1)** Material and product on site shall be stored in a manner to prevent damage, adulteration, deterioration and in accordance with manufacturer specifications.

- 16.2)** Remove and replace damage product at own expense.

WORK IN PROGRESS

- 17.0)** The contractor shall adequately protect completed work and/or in progress. Completed work shall be removed if damaged due to failure in providing such protection. Replace or repair damaged work as directed by the contract administrator at no extra cost.

ENVIRONMENTAL PROTECTION

- 18.0)** Contractor shall be responsible to minimize erosion and sediment runoff resulting from his operations.
- 18.1)** Contractor shall be responsible to supply and install any appropriate sediment control measure to prevent sediment runoff from entering any watercourse within or downstream of the working area.

RESTORATION OF SITE

- 19.0)** The contractor shall be responsible for the condition of the job sites while completing his work.
- 19.1)** Construction site used by the contractor shall be restored to its original conditions after the contractor has completed the work. All affected areas shall be returned to its original conditions including but not limited to: grading, topsoil, grass, pavement, fencing etc.

TEMPORARY SERVICE AND FACILITIES

- 20.0)** **Public safety:** The contractor shall provide, erect and maintain adequate temporary hoarding, barricades, warning signs, and lights where required for the protection of the public at all time.
- 20.1)** **Electrical Service:** Electrical service required for the contract by all trades shall be furnished and paid for by the contractor.
- 20.2)** **Temporary Water Supply:** Water supply required for the performance of the contract by all trades shall be furnished and paid for by the contractor.
- 20.3)** **Temporary Toilets:** Provide toilet accommodation sufficient for all personnel on site.

- 20.4) Construction Debris:** Contractor shall provide adequate portable facilities, on a continuous basis, for garbage and construction debris collection and removals for the sub trades.
- 20.5) Temporary facilities:** Temporary facilities, toilets, barricades, storage containers, utilities and other construction of temporary nature shall be included in the contract price and removed from site once work is completed.

SPILL REPORTING

- 21.0)** Spills or discharge of pollutants or contaminants under the control of the contractor shall be immediately reported to the Ministry of Environment.

PRIVATE LAND

- 22.0)** The contractor shall not enter private lands adjacent to the construction working area without the written consent of the contract administrator.

MAINTAIN TRAFFIC AND ACCESS

- 23.0)** The contractor or his sub-contractor shall not close or obstruct access to the public and shall not place or store material or parked vehicles or equipment on public roads.

PAYMENT

- 24.0)** All Invoices submitted by the contractor must show the project name, the RFQ reference number and the Contract administrator's name.
- 25.0)** Change orders will only be processed if submitted with a change order notice signed by the contract administrator.
- 26.0)** Only original copy of invoices will be processed for payment.

GENERAL

- 1.0)** The Contractor shall provide all labor, materials, tools, equipment, and disposal services necessary to remove the existing roofing system and install a new asphalt shingle roofing system as detailed below.
- 1.1)** The Contractor shall complete 100% of the work on or before **November 30, 2025**.
- 1.2)** The Contractor must be able to begin work within the timelines specified in the RFQ document.
- 1.3)** The Contractor shall provide complete daily cleanup of the entire work area.
- 1.4)** After the RFQ has been awarded, a pre-job meeting will be arranged between the Contractor and the Contract Administrator to determine construction methods, scheduling, and submittal requirements.
- 1.5)** All work shall comply with the Ontario Building Code and all applicable specifications.

SCOPE OF WORK

- 2.0)** Remove existing roofing materials, including the existing ice and water shield and any additional layers of shingles, down to the roof sheathing.
- 2.1)** Replace any damaged roof sheathing.
- 2.2)** Supply and install new ice and water shield and synthetic underlayment.
- 2.3)** Supply and install ice and water shield and flashing in open-cut valleys.
- 2.4)** Supply and install new aluminum drip edge around the perimeter of the entire roof.
- 2.5)** Supply and install new plumbing flanges on all stacks and vents. Fasten existing stacks or vents if not properly secured.
- 2.6)** Supply and install roof caulking where required.
- 2.7)** Existing attic roof vents are to remain.
- 2.8)** Supply and install asphalt shingles.
- 2.9)** Remove and reinstall eavestroughs and downspouts for the installation of new aluminum fascia and associated flashing.
- 2.10)** Supply and install new overhead door frame flashing and caulking.

SITE PREPARATION

- 3.0)** Protect surrounding property including landscaping, siding, windows, and entrances from damage during the project.
- 3.1)** Lay down tarps or protective barriers to catch falling debris.
- 3.2)** Ensure safe access and egress for all vehicles and workers throughout the project duration.

REMOVAL OF EXISTING ROOFING

- 4.0)** Remove all existing shingles down to the roof deck.
- 4.1)** Remove old underlayment, nails, and flashing, including fascia.
- 4.2)** All roof vents are to remain.
- 4.3)** Dispose of all debris off-site in accordance with municipal guidelines at no additional cost.

INSPECTION AND REPAIR OF ROOF DECK

5.0) Material Specification

- i) Roof Sheathing: 4x8 OSB, 12.5 mm thick minimum or match existing if existing is more than 12.5mm, with supported edges using H-clips or wood blocking.

5.2) Installation

- i) Inspect the entire roof deck for rot, mold, water damage, or structural compromise.
- ii) Replace any damaged or rotted sheathing with new OSB as specified or matching the existing material.
- iii) All repairs must be approved by the Municipality before proceeding.
- iv) Leave a 1/8" gap between sheets.
- v) Fasten new roof sheathing every 6 inches on edges/perimeter and every 12 inches in the field (on rafters or trusses).
- vi) Contractor shall provide a separate price for this replacement as outlined in Section 2.

UNDERLAYMENT

6.0) Material Specification

Ice and Water Shield

- i) Grace Ice & Water Shield (by GCP Applied Technologies) or equal alternate
Type: Rubberized asphalt membrane
Thickness: 40 mils (1.0 mm)
Material: Rubberized asphalt with high-density cross-laminated polyethylene film
Adhesion: Self-adhered; no fasteners required
Roll Size: 36 in x 75 ft (225 sq. ft. per roll)
- ii) Resisto RedZone Stick VP (by Resisto) or equal alternate
Type: Self-adhesive membrane with high flexibility
Thickness: ~1.5 mm (60 mils)
Material: SBS-modified bitumen membrane with a high-strength polyolefin top film
Adhesion: Self-adhering; high tack even in cold temperatures
Temperature Range: Can be applied down to -10°C
Roll Size: 36 in x 66.7 ft (200 sq. ft. per roll)

Synthetic Underlayment

- iii) Grace Vycor Plus or equal alternate
Type: Synthetic roofing underlayment (polypropylene-based)
Thickness: Approximately 12–15 mils (0.3–0.38 mm)
Roll Size: 48 in. x 250 ft (1000 sq. ft.)
Weight: About 9.5 lbs per roll
Tensile Strength: ASTM D5034 — MD: ~75 lbf; CD: ~50 lbf
Tear Strength: ASTM D4533 — MD: ~30 lbf; CD: ~30 lbf
Water Resistance: ASTM D779 — Passes (water resistant but not waterproof)
Water Vapor Permeance: ASTM E96 — approx. 0.05 perms (very low permeability, helps resist moisture)
- iv) Resisto Synthetic Roofing Underlayment or equal alternate
Type: Synthetic roofing underlayment (polypropylene or polyethylene-based)
Thickness: Around 12–15 mils (0.3–0.38 mm)
Roll Size: 48 in. x 250 ft (approx. 1000 sq. ft.)
Weight: Approximately 8.8 lbs per roll
Tensile Strength: ASTM D5034 — MD: ~85 lbf; CD: ~70 lbf
Tear Strength: ASTM D4533 — MD: ~35 lbf; CD: ~35 lbf
Water Resistance: ASTM D779 — Passes
Water Vapor Permeance: ASTM E96 — 0.05 perms (low permeability)

6.2) Installation

- i) Install ice and water shield and synthetic underlayment parallel to the eaves with head and end lap as per manufacturer specifications.
- ii) Fasten underlayment as per manufacturer specifications.
- iii) Eave protection; Install ice and water shield at mansard roof minimum 900mm up the roof slope to a line not less than 300mm inside the inner face of the exterior wall.
- iv) Install ice and water shield membrane to cover 100% of the roof area on the addition. (See appendix A)
- v) Install synthetic roofing underlayment to cover 100% of the remaining roof area.
- vi) All materials shall meet or exceed building code requirements.

DRIP EDGE

7.0) Material

- i) Typical Aluminum Drip Edge, material: 0.024" thick aluminum color white.
Face (vertical) leg: Approximately 1.5" to 2", Roof (horizontal) leg: Approximately 2" to 3"
Kick-out lip: A small outward bend at the bottom to channel water away from the fascia

7.2) Installation

Placement (Eaves):

- i) Install drip edge before underlayment and place over the roof decking and flush with the fascia.
- ii) Use roofing nails or exterior-grade screws, space fasteners every 8–10 inches along the edge. Drive nails flush but not too tight to allow slight movement.
- iii) Overlap drip edge pieces at least 2 inches.
- iv) For corners, miter cut the drip edge to create a clean overlap without bulging. Use tin snips to trim for corners and ends. Bend ends around corners to prevent wind uplift.
- v) Ensure drip edge directs water into gutters, not behind them.

Placement (Rakes):

- vi) Install drip edge after underlayment.
- vii) Drip edge should go over the underlayment to prevent wind-driven rain intrusion.
- viii) Use roofing nails or exterior-grade screws, space fasteners every 8–10 inches along the edge. Drive nails flush but not too tight to allow slight movement.
- ix) Overlap drip edge pieces at least 2 inches.
- x) For corners, miter cut the drip edge to create a clean overlap without bulging. Use tin snips to trim for corners and ends. Bend ends around corners to prevent wind uplift.
- xi) Ensure drip edge directs water into gutters, not behind them.

FLASHING

8.0) Material

- i) Flashing 0.024" Aluminum white or equal alternate.

8.2) Installation

- i) Install new transition flashing at mansard roof where slope is changing and bottom mansard roof flashing at soffit to remain. Transition flashing dimensions to match existing.
- ii) Fasten transition flashing at 12" +/- interval.
- iii) Install new step flashing, wall flashing, and counter flashing where applicable.
- iv) Install additional flashing where fascia is not covering the fascia board properly.

W- TYPE OPEN METAL VALLEY

9.0) Material

- i) 26-gauge galvanized steel or aluminum
Width: Minimum 30"
Rib Height: Minimum 3/8" high raised center ridge
Finish: Manufacturer's standard baked enamel or acrylic coating, color to match shingles.

9.2) Installation

- i) Ensure valley decking is clean, dry, and properly fastened.
- ii) Install ice & water shield centered in valley, extending a minimum of 18" on each side, overlap adjacent membrane courses by minimum 6".
- iii) Install W-type valley flashing centered over membrane, lap ends of valley flashing by minimum 6", set in roofing sealant.
- iv) Fasten only at outer edges (minimum 6" from centerline), using roofing nails.

- v) Shingles to be trimmed to provide an open valley exposure of 3" to 4" (1.5" to 2" from centerline on each side).
- vi) No fasteners permitted within 6" of valley centerline.
- vii) Install roofing cement tabs under shingle corners adjacent to the valley for wind uplift protection.

VENTILATION

10.0) Material

- i) **Flange for stack vent;** Flange material shall be Rubber Roof Vent Flashing "B" as manufactured by Waterline Product. Installation of flange shall be as per manufacturer specifications. Or equal alternate.

10.2) Installation

- i) Install new rubber flange as per manufacturer specifications.
- ii) All existing attic vents to remain.

ASPHALT SHINGLES

11.0) Material

- i) **Shingles;** Use asphalt shingles conforming to CSA 123.5, ASTM D3018, D3462, D3161 Class F, D108 Class A, and D7158 Class H.
Approved materials: Mystique 42 (BP Canada) or Cambridge (IKO) with a minimum 30-year warranty and wind resistance rating of 110 mph.
Color to match existing shingles.
Starter strip to match manufacturer's specifications.
Use DAP® Waterproof Roof Sealant or equal alternate, compliant with ASTM D4586, Class 2, Type I. or equal alternate.

11.2) Installation

- i) Install shingles as per manufacturer specifications.
- ii) Installer must have a minimum of 10 years of experience.
- iii) The contractor may reuse the existing vertical steel siding at the vertical section of the roof, provided it remains undamaged during removal and is reinstalled to maintain a watertight seal. Any damaged or missing panels must be replaced to match existing in material, profile, and finish at no additional cost to the Municipality.
- iv) Install ice and water shield vertically up the wall behind the steel siding area, ensuring continuity with underlayment on the sloped roof to provide a watertight seal.

FASCIA AND FLASHING

12.0) Material

- i) **Fascia;** Gentek Canada 0.024" thick ribbed or equal alternate.
- ii) **Exterior Caulking;** Sikaflex®-1A colour white or equal alternate. Adhesion: Excellent adhesion to concrete, aluminum, glass, and other common construction materials without the need for a primer.

13.0) Installation

- i) Carefully remove all fasteners (nails, screws, clips) securing the existing aluminum fascia panels.
- ii) Remove the aluminum fascia panels without damaging the underlying fascia board.
- iii) Remove any old sealants, debris, or adhesives from the fascia board.
- iv) Clean the fascia board surface thoroughly.
- v) Use aluminum fascia panels compatible in size and profile with the existing system.
- vi) Cut new fascia panels to the exact length required.
- vii) Position new aluminum fascia panels over the existing fascia board.
- viii) Fasten panels securely to the fascia board using corrosion-resistant screws or nails, spaced per manufacturer recommendations (typically every 12-16 inches).
- ix) Ensure fasteners penetrate the fascia board securely but do not deform the aluminum.
- x) Overlap seams and joints as per manufacturer guidelines to ensure water-tightness.
- xi) Apply sealant (compatible with aluminum and painted surfaces) at all joints, corners, and seams where water intrusion may occur, using **Sikaflex®-1A** or equal alternate. Smooth out sealant for a clean finish. Allow sufficient curing time as per manufacturer instructions.
- xii) Ensure fascia system ties into soffits and drip edge cleanly for proper water shedding and a finished aesthetic.
- xiii) Align fascia panels straight and level along the entire length.
- xiv) Install flashing at areas where fascia is no covering fascia board.

EAVESTROUGH AND DOWNSPOUTS

14.0) Removal/Installation

- i) Remove existing eavestrough and downspouts to install new fascia.
- ii) Clean and inspect components; re-use existing eavestrough and downspouts.
- iii) Re-install to original locations ensuring proper slope and secure attachment.
- iv) Replace any damaged components with new of matching material, profile, and color at not additional cost to the Municipality.

CLEAN-UP AND WASTE MANAGEMENT

- v) Clean work area daily and after final completion.
- vi) Remove all waste materials, scrap, nails, packaging, and debris from site.
- vii) Use bins or containers to collect roofing waste.
- viii) Dispose of all debris at a licensed waste facility in accordance with local municipal and environmental regulations.
- ix) Final inspection and clean-up to be performed jointly by the Contractor and the Municipality.

MAINTENANCE DATA, COMMISSIONING AND TRAINING.

- 15.0)** Contractor shall submit one maintenance manual on a USB to the Municipality. The manual shall include shop drawings, installation manual, maintenance manuals, and warranty letters from the manufacturer and contractor.
- 15.1)** The contractor shall provide a 5-year labour and material replacement warranty

**Appendix A
Overall view of roof**



Typical issues at roof perimeter





West Nipissing Quest

MUNICIPALITY OF WEST NIPISSING LAVIGNE FIRE STATION SHINGLES REPLACEMENT

SECTION 4.0 SPECIAL PROVISION

Typical scope of work at steel siding.



Addition

