



Renfrew
INC • 1959
Bridging Charm and Convenience

Town of Renfrew
127 Raglan Street South
Renfrew, Ontario
K7V 1P8

Addendum No. 1

Date: September 29, 2025

Project No. 2025-12-IPWE

Project: Roof Replacement for the Municipal Garage

To: All Bidders

Schedule and Clarification

Remove:

From Section: Delivery and Closing Time

Tenders must be received no later than **2:00 p.m., October 2nd, 2025**. The time clock in the main counter service area in the Renfrew Town Hall Office is the official time for the deadline for submission. The Town is not responsible for submissions which arrive late or are not properly marked.

Addition:

To Section: Delivery and Closing Time

Tenders must be received no later than **3:00 p.m., October 6th, 2025**. The time clock in the main counter service area in the Renfrew Town Hall Office is the official time for the deadline for submission. The Town is not responsible for submissions which arrive late or are not properly marked.

Remove:

From Section: Delivery and Official Closing Time of Proposals

Tender submissions must be received not later than **2:00 p.m. on October 2nd, 2025**.

The time clock at the main counter service area in the Renfrew Town Hall shall be the official time for the submission deadline. The Corporation of the Town of Renfrew is not responsible for submissions which arrive late or are not properly marked. Submissions shall be officially opened after closing time.

Timeline

The expected timeline for selection is as follows:

Task	Target Date
Tender Issued	September 11, 2025
Mandatory Site Visit	September 23, 2025
Question Deadline	September 25, 2025
Town Published Addendum (if applicable)	September 29, 2025
Closing date for Proposal Submissions	October 2, 2025
Approval at Town Council	October 14, 2025
Anticipated Award (on or about)	October 15, 2025

Addition:

To Section: Delivery and Official Closing Time of Proposals

Tender submissions must be received not later than **3:00 p.m. on October 6th, 2025**.

The time clock at the main counter service area in the Renfrew Town Hall shall be the official time for the submission deadline. The Corporation of the Town of Renfrew is not responsible for submissions which arrive late or are not properly marked. Submissions shall be officially opened after closing time.

Timeline

The expected timeline for selection is as follows:

Task	Target Date
Tender Issued	September 11, 2025
Mandatory Site Visit	September 23, 2025
Question Deadline	September 25, 2025
Town Published Addendum (if applicable)	September 29, 2025
Closing date for Proposal Submissions	October 6, 2025
Approval at Town Council	October 21, 2025
Anticipated Award (on or about)	October 22, 2025



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Pre-Bid Questions

1. **Question:** The Tender mentions installation of insulation. Can you please clarify for insulation if screws should be put through the material or strapped after?

Answer: Insulation must be 3.0" thick with an integrated vapour barrier and installed so as to preserve rated thermal performance. Final attachment method must follow the insulation and roofing manufacturer's installation instructions.

2. **Question:** Is the metal fascia on the front of the building to be replaced with a new L piece?

Answer: Yes, as per the Tender under Task 2: Supply & Installation, supply and install of "Pre-finished 26-gauge metal flashings along perimeter of roof, where required".

3. **Question:** Is just the main structure included in this tender?

Answer: Just the main structure at this time.

4. **Question:** How should the insulation be installed?

Answer: Install per the insulation manufacturer's instructions and per the tender: one (1) layer of 3.0" insulation with integrated vapour barrier over the entire roof area.

5. **Question:** Is the installation to be standing seam, or exposed fastener?

Answer: Any metal roof system may be used if it meets the tender's materials, warranties, and performance requirements, and is compatible with the insulation and attachment details.

6. **Question:** Can you provide specifications for the colour and thickness for the roofing material?

Answer: No colour is specified. Colour selection will be confirmed by the Town with the contractor, prior to project commencement.

7. **Question:** Can you provide specifications for the insulation board?

Answer: Per the tender specifications, Supply and install:



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- One (1) layer of 3.0" insulation c/w integrated vapour barrier over entire roof area.

8. Question: What is the timeline, and can this be moved up?

Answer: As per the addendum No. 1 the target date for award is October 22, 2025.

9. Question: Can you clarify the project schedule, and completion date. The Tender has a completion date of November 30th, 2025. Due to order lead time and timeline on materials this may not be possible.

Answer: The completion date of November 30th was set to ensure that work was completed prior to winter weather. The Town may consider extending the completion date if required due to material lead times or weather. Bidders must include expected lead times and a proposed construction schedule with their bid. If the bidder requires a later completion date, identify this in the bid.

10. Question: Will the building remain operational during the construction?

Answer: Yes, the building will remain operational, and access will need to be maintained.

11. Question: Will all doors need to remain accessible during construction?

Answer: Yes - overhead protection must be installed for the duration of the project.

12. Question: Will the laydown area be in the back of the yard?

Answer: The exact area is to be confirmed, but a laydown area will be provided.

13. Question: Is there a reason for the timeline?

Answer: Budget timeline and weather consideration.

14. Question: Will the Town allow equipment to stay onsite?

Answer: Equipment and materials can be left where the work is being done at the **contractor's discretion**. The Town is not responsible or liable in any way for any equipment left onsite and theft of any items is not the Town's responsibility. Contractors are leaving equipment on Town property at their own risk. No claims



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shall be made to the Town for any damage caused to any equipment used by the Contractor.

15.Question: Is it just the one Tender document, with no plans or drawing?

Answer: All tender documents are posted on the Town website and Biddingo. Any additional documents, such as addendums, will be posted on the Town website and Biddingo.

16.Question: Will the wall cladding remain the same?

Answer: Yes, existing wall cladding will remain.

17.Question: As the new roof will need to fit into the existing wall cladding can you provide specifications for the existing wall cladding?

Answer: There are no available specifications for the existing wall cladding in Town files. If required to confirm compatibility, the Town may allow removal of a small test section for material identification, or bidders may perform a field verification. Bidders should include any assumptions about cladding integration in their bid.

18.Question: What is the existing roof assembly?

Answer: 24-gauge commercial rib metal roofing over steel purlins.

19.Question: Do they want rigid xps or rigid mineral wool installed on new?

Answer: Tender requirement: One (1) layer of 3.0" insulation with integrated vapour barrier.

The tender does not mandate a specific material. Any rigid board is acceptable provided it is 3.0" thick and includes an integrated vapour barrier (either as a faced board or as an integrated system) and meets the tender's requirements.

20.Question: What is the desired profile of steel they want?

Answer: 24-gauge commercial rib is specified in the Tender. Bidders may proposed alternative profiles if they meet tender specifications and warranty requirements.

21.Question: Do they want standing seam, snap or exposed fasteners?



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Answer: The tender currently specifies 24-gauge commercial rib (typical exposed fastener profile). Exposed fastener is the expected roof type, but other systems may be accepted if they meet material, slope, warranty and compatibility requirements. Provide full details is proposing an alternate system.

22. Question: There are no ice guards on the back roof to protect the 2 chimneys. Do you want us to include ice guards to protect those?

Answer: Yes, include ice guards/appropriate snow/ice protection where required to protect chimneys and other vulnerable penetrations.

23. Question: Do you know what the spacing is between the purlins?

Answer: No exact spacing is available. The spacing between the purlins seems to range from approximately 2ft to 4ft.

24. Question: Can the deadline be extended to December 31st to complete the work due to the quick turnaround that is requested?

Answer: The current completion date was set to get work completed before winter weather. The Town may consider extensions if required, but bidders must clearly identify any requested schedule changes and material lead times in their bid.

25. Question: Is there a specific brand of insulation or roofing panel that is required?

Answer: No specific brand is required. Products must meet tender thickness, integrated vapour barrier requirement, performance and warranty criteria.



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Photo 1: View towards the back of the garage of existing material.





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Photo 2: View towards the front, above the garage bay doors, of existing material.





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Photo 3: View above the front office section of existing material.



Please attach this addendum to your proposal document and be governed accordingly. Bidders must acknowledge receipt of all addenda.

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One copy of this Addendum is to be SIGNED and SUBMITTED with the Proposal

Proponent's Name (Company)

Date of Issue – September 11, 2025

Closing Date – **October 6, 2025**

Signature

Closing Time – **3:00 PM**

Name (Please Print)

Date