

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2018 - 40**

**Being a By-law to award Tender 2018-08 – RFQ for Sand Storage Dome Shingle Replacement.**

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**WHEREAS** Section 10 of the *Municipal Elections Act, 1996, S.O. 1996, c.32*, as amended, authorizes municipalities to provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** the Municipality of Magnetawan issued a Request For Quotations (RFQ) for shingle replacement on the sand storage dome and received one quotation from Bay Roofing and Exteriors Ltd.;

**AND WHEREAS** Magnetawan's Engineer of Record, Tulloch Engineering, evaluated the quotation and concluded that it is complete, fair and competitive, at a total price of \$33,100.00 plus HST.

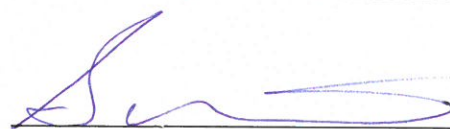
**AND WHEREAS** the 2018 Municipal Budget included \$40,000 for the shingle replacement, bringing the recommended award and project in on budget;


**NOW THEREFORE** the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. **THAT** RFP 2018-08 be awarded to Bay Roofing and Exteriors Ltd. for the replacement of the sand storage dome shingles in the amount of \$33,100.00 plus HST.
2. **THAT** this By-law and the attached RFQ and quotation from Bay Roofing and Exteriors Ltd. shall form an agreement to purchase between Magnetawan and Bay Roofing and Exteriors Ltd.
3. **THAT** this By-law shall come into force and effect on the date of its passing.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 6<sup>th</sup> day of June, 2018

**THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk-Administrator





**Municipality of  
Magnetawan**

P.O. Box 70, 4304 Hwy 520  
Magnetawan, ON  
P0A 1P0

Lead Contact: Chris Stilwell  
Email: [chris.stilwell@tulloch.ca](mailto:chris.stilwell@tulloch.ca)  
Phone: 705-789-7851  
Fax: 705-789-7891

**Sand Storage Dome Shingle Replacement  
Request for Quotation**

**Date of Issue: Wednesday, May 9<sup>th</sup>, 2018**

**Quotation Submission Deadline: Friday, June 1<sup>st</sup>, 2018 at 4:00 p.m. local time**

## **Section 1 Introduction and General Instructions**

### **1.01 Introduction**

The Municipality of Magnetawan is inviting quotations from contractors (hereinafter referred to as “the Bidder”) to complete the **Sand Storage Dome Shingle Replacement** for the Municipality of Magnetawan.

The Bidder shall provide The Municipality of Magnetawan with replacement of the shingles on the Sand Storage Dome. The Sand Dome is occupied during the winter months to house the sand mix stock used for deicing of roadways throughout the Municipality. The Dome protects the sand and salt mix from environmental causes such as freezing and clumping, to ensure the stock is capable of being applied on demand.

This Request for Quotations document (and any other applicable attachments or addenda) is available in PDF format through the Municipality of Magnetawan’s website at <http://www.magnetawan.com/index.php/municipal-office/requests-for-proposals>

Any information contained in the Request for Quotation that is changed by the Bidder (except for filling in the blanks) will be grounds for disqualification.

Magnetawan’s Procurement Policy is available for review at the Municipal Office.

### **1.02 Submission of Quotations**

Quotations shall be submitted in the form and format specified in Section 3 and shall include the completed Form of Quotation included as Section 5 at the end of this document. A designated signing officer authorized to bind the Bidder to the provisions of their Quotation must sign the Form of Quotation. Any addenda issued by the Municipality of Magnetawan in accordance with Subsection 1.06 must be acknowledged by the Bidder on the Form of Quotation.

Each Bidder is asked to submit **One (1) hard copy and One (1) electronic copy** of the Quotation. The electronic copy of the quotation may be submitted any time prior to the deadline. The hard copy of the quotation must be signed, sealed and received by:

*The Municipality of Magnetawan  
PO Box 70, 4304 Hwy 520  
Magnetawan, ON  
POA 1P0*

The Quotation must indicate on the front of the sealed envelope the Bidder’s full company name, the project name and the name of the Lead Contact.

**Project Name: Sand Storage Dome Shingle Replacement**

**One (1) copy of the quotation must be received no later than 4:00 p.m., local time, on Friday June 1<sup>st</sup>, 2018.**

Quotations must not be restricted by a statement added to the Form of Quotation or by a covering letter, or by alterations to the Form of Quotation supplied unless otherwise provided in the RFQ.

The onus unequivocally remains with the Bidder to ensure that the Municipality of Magnetawan receives Quotations delivered or sent by courier prior to the Quotation Submission Deadline, in accordance with the submission process described in this section. Quotations received after the Quotation Submission Deadline will not be considered and will be returned unopened. Faxed or electronic submissions that are unaccompanied by a hardcopy submission will not be accepted as response to this RFQ.

### 1.03 Contacts

All questions or inquiries must be made in writing or email to the Lead Contact named below, by no later than **Monday May 28<sup>th</sup>, 2018 at 12:00 p.m.**:

Chris Stilwell, P. Eng.  
Tulloch Engineering Inc.  
80 Main Street West  
Huntsville, ON  
P1H 1W9  
chris.stilwell@tulloch.ca  
Phone: 705-789-7851  
Fax: 705-789-7891

**IMPORTANT:** A Bidder may be disqualified if they make inquiries, between the Quotation issue date and the notification of the Award, in a manner other than that described in this RFQ or to anyone involved in the process who is not the Lead Contact, including but not limited to the members of Council. This is to ensure that each Bidder receives the same information and that no Bidder receives unfair treatment during the RFQ process.

### 1.04 Schedule

The schedule set out herein represents the Municipality of Magnetawan's best estimate of the schedule that will be followed, and it is intended to be a guideline.

The approximate schedule is as follows:

RFQ issue date	Wednesday, May 9 <sup>th</sup> , 2018
Mandatory Site Visit (see Section 1.05)	Wednesday, May 23 <sup>rd</sup> , 2018 at 10:00 a.m.
Deadline for submission of questions (see Section 1.05)	Monday, May 28 <sup>th</sup> , 2018 at 12:00 p.m.
Addenda posted on Municipality website (see Section 1.06)	Wednesday, May 30 <sup>th</sup> , 2018 at 12:00 p.m.
Quotation Submission Deadline (see Section 1.02)	Friday, June 1 <sup>st</sup> , 2018 at 4:00 p.m.
Notification of Award by the Municipality of Magnetawan	Thursday, June 7 <sup>th</sup> , 2018 (Provided Council approval on June 6 <sup>th</sup> , 2018)

### 1.05 Required Review and Clarification

A **mandatory site visit** is scheduled for **May 23<sup>rd</sup>, 2018 at 10:00 a.m.** at the Sand Dome location.



Bidders shall carefully review this RFQ. If questions concerning clarification of the contents of this document arise, the questions must be made in writing and received by the Lead Contact by **Monday, May 28<sup>th</sup>, 2018 at 12:00 p.m.** This will allow time for the issuance of any necessary addenda. Protests based on any omission or error or on the content of the RFQ will be disallowed if these perceived faults have not been brought to the attention of the Lead Contact.

In submitting a Quotation, the Bidder acknowledges that they have read, completely understood, and accepted the terms and conditions of the RFQ in full. The Municipality of Magnetawan is not responsible for any misunderstanding of the RFQ.

### **1.06 Amendments to the RFQ**

The Municipality of Magnetawan may issue addenda to clarify and/or modify certain aspects of the RFQ prior to the Quotation Submission Deadline. Addenda shall be posted by **Wednesday, May 30<sup>th</sup>, 2018 at 12:00 p.m.** to <http://www.magnetawan.com/index.php/municipal-office/requests-for-proposals> and shall be available in the Municipal Office.

### **1.07 Opening of Quotations**

There will be no formal opening of quotations. Typically, a Request for Quotation is evaluated on a more comprehensive set of criteria than a Tender. As such, the contract will not be awarded at the opening, but only after the Evaluation Committee has examined all Quotations in detail and presented a recommendation to Council. Bidders are notified in S.1.04 of the date for the Council meeting at which the Award will be decided, and they are welcome to attend.

### **1.08 Reserved Rights of the Municipality of Magnetawan**

The Municipality of Magnetawan reserves the right to:

- a. make public the names of any or all Bidders and their quoted price;
- b. request written clarification or the submission of supplementary written information in relation to the clarification request from any Bidder and incorporate a Bidder's response to that request for clarification into the Bidder's Quotation;
- c. adjust a Bidder's scoring or reject a Bidder's Quotation on the basis of
  - i) a financial analysis;
  - ii) the Bidder's past performance on previous contracts awarded by the Municipality of Magnetawan;
  - iii) the information provided by a Bidder pursuant to the Municipality of Magnetawan exercising its clarification rights under this RFQ process; or
  - iv) other relevant information that arises during the RFQ process;
- d. verify with any Bidder or with a third party any information set out in a Quotation;
- e. disqualify any Bidder whose Quotation contains misrepresentations or any other inaccurate or misleading information, or any qualifications;
- f. disqualify any Bidder or the Quotation of any Bidder who has engaged in conduct prohibited by this RFQ;
- g. make changes, including substantial changes, to this RFQ provided that those changes are issued by way of addenda in the manner set out in this RFQ;
- h. select the Bidder other than the Bidder whose Quotation reflects the lowest cost to the Municipality of Magnetawan or the highest overall score;
- i. cancel this RFQ process at any stage;
- j. cancel this RFQ process at any stage and issue a new RFQ for the same or similar deliverables;
- k. accept or reject any or all Quotations in whole or in part;
- l. discuss with any Bidder different or additional terms to those contemplated in this RFQ or in any Bidder's Quotation;
- m. if a single Quotation is received, reject the Quotation of the sole Bidder and cancel this RFQ process or enter into direct negotiations with the sole Bidder.

These reserved rights are in addition to any other expressed rights or any other rights which may be implied in the circumstances.

### **1.09 Not Responsible for Costs**

The Municipality of Magnetawan shall not pay any costs associated with the preparation, submission, or presentation of the Bidder's Quotation. The Municipality of Magnetawan shall not be liable for any expenses, costs or losses suffered by the Bidder or any third party resulting from the Municipality of Magnetawan exercising any of its expressed or implied rights under this RFQ.

### **1.10 Quotation Expiry Date**

Bidders hereby acknowledge that their Quotations shall be irrevocable for a period of 90 days from the Quotation submission deadline. Extensions to this period may be granted with the mutual agreement of the Municipality of Magnetawan and the successful Bidder and may be initiated by either party.

### **1.11 Confidentiality and Ownership**

Any information provided to the Bidder by the Municipality of Magnetawan before, during or after the project is completed shall be treated as confidential and shall not be used or communicated by the Bidder or any third party in any way unless otherwise identified or permitted by the Municipality of Magnetawan. The information, reports, documentation, plans, etc. that are produced by the successful Bidder in response to this project shall become the exclusive property of the Municipality of Magnetawan. However, intellectual property, such as specific tools, templates, processes, etc. that the Bidder provides as part of the deliverables remains the property of the Bidder.

### **1.12 Invoicing**

The Bidder shall provide monthly invoices to the Municipality of Magnetawan for work performed the previous month. Invoices shall clearly state the work performed. It should be noted that the Municipality of Magnetawan's standard terms of payment are net 30 calendar days from the date of invoice.

### **1.13 Freedom of Information**

Any personal information required in the Quotation is received under the authority of the Municipality of Magnetawan. This information shall be an integral component of the submission. All written Quotations received by the Municipality of Magnetawan become a public record. Once a Quotation is accepted by the Municipality of Magnetawan and the contract has been awarded, all information contained in the Quotations may be available to the public, including personal information. Questions about the collection of personal information and the Municipal Freedom of Information and Protection of Privacy Act, 1989, R.S.O. 1990, as amended may be directed to the Lead Contact.

### **1.14 Additional Requirements**

- (a) The use of appropriate and credible sub-contractors by the Bidder to perform portions of the project is permitted only if the Bidder declares such use in the Quotation;
- (b) The successful Bidder shall, throughout the term of the contract, obtain and maintain in force a General Liability Insurance and/or Professional Liability Insurance coverage of not less than \$5,000,000 per occurrence inclusive, to indemnify and hold harmless the Municipality of Magnetawan against any liability for property damage or personal injury, including death, which may arise from the Bidder's operations under this contract;
- (c) The successful Bidder shall ensure that all services and products provided in respect to this quotation are done so in accordance with and under the authorization of all applicable authorities, municipal, provincial, and/or federal legislation, including but not limited to WSIB and all applicable responsibilities under Occupational Health and Safety Act.



## **Section 2 Scope of Work and Project Requirements**

### **2.01 Municipality of Magnetawan Description**

The Municipality of Magnetawan is situated in the east portion of the District of Parry Sound in the Province of Ontario and has a land area of approximately 530 square kilometers. The Municipality of Magnetawan has approximately 150 residential properties and 10 commercial/institutional properties. Highways present in the Municipality are 124, 520, and 510.

The Dome Structure is in a Municipal Yard at 18 Miller Road, at the intersection of Highway 124 and Miller Road.

A map of The Municipality of Magnetawan is provided as Schedule "A", a map highlighting the location of the public works yard where construction will occur is provided as Schedule "B".

### **2.02 Scope of Work**

The Municipality of Magnetawan seeks to replace the shingles, roof venting, caps, flashing and fasteners on the Sand Storage Dome located at 18 Miller Road.

All work shall conform to the Ontario Building Code, latest edition.

Contractor assumes all responsibility for design, erection and removal of temporary works (including scaffolding).

The Bidder shall obtain all required permits as required for lawful execution of the work (the cost of all permits to be included in the tendered price).

All Bidders are responsible to attend the mandatory site visit on **Wednesday, May 23<sup>th</sup>, 2018 at 10:00 a.m.** to verify existing conditions.

The Bidder shall provide all required scaffolding, aerial elevating devices, ladders, guards, fall arrest anchorages, fall arrest equipment, etc., as required to complete the work and comply with the Occupational Health and Safety Act.

The Bidder shall provide adequate ground protection to ensure that construction debris and nails are contained during construction.

The Bidder shall ensure that all materials that are removed from the existing roof are disposed of at a registered landfill site in accordance with all applicable regulations and bylaws.

The Bidder shall remove existing shingles, flashing, roof vents, ridge cap and underlay to expose existing plywood roof deck. The bidder shall remove only as much area of existing roofing as can be replaced in a single work day, to maintain weather tightness of the roof.

The Bidder shall supply and install new heavy duty static roof vents to replace existing vents.

The Bidder shall supply and install ice and water shield at the eaves for the full perimeter of the roof, extended a minimum 1 row up the roof slope. Install ice and water shield at all hips, valleys and intersection points of intersecting roof sections.

The Bidder shall supply and install new prefinished galvanized steel flashing at intersection of shingled roof to concrete foundation wall for the perimeter of the roof. Flashing is to extend vertically 12" up the slope of the roof and horizontally the full width of the exposed concrete top surface. Provide a ½" drip edge with safety hem. Flashing is to be connected to the concrete with galvanized fasteners.



The Bidder is to supply and install new prefinished galvanized steel flashings (26 gauge) to replace all existing flashing.

The Bidder shall provide and install new 35-year asphalt/ fiberglass shingles (3 tab). The shingles should be installed to manufacturer's specifications. The Bidder shall provide warranty documentation to the client upon completion of the project.

The Bidder shall supply and install galvanized steel (26 gauge) conical cap at the peak of the roof.

The Bidder shall provide physical samples to the client for colour/ profile selection of shingles, vents, flashings, etc.

The Bidder shall provide 3 unopened bundles of shingles to the client for future repairs.

The Bidder shall supply and install all flashings, trim, coil stock, sealants, membranes, fasteners, etc. as required for a complete weathertight installation.

The Bidder shall remove all construction waste and debris from the site. Any portions of the existing building or site that are disturbed during construction shall be restored to their preconstruction state, to the satisfaction of the client.

The successful Bidder will not be considered an employee of the Municipality of Magnetawan and therefore is not covered by any employment insurance or workers' safety insurance. The successful Bidder also agrees to indemnify and hold harmless the Municipality of Magnetawan from any liability resulting from negligence by the Bidder or on the Bidder's behalf.

### **Section 3 Quotation Submission Requirements**

For the Municipality of Magnetawan to evaluate Quotations fairly and completely, Bidders shall provide **all** the information requested in the format set out in the RFQ. Failure to provide all required information as detailed in this section may result in the Bidder being disqualified or scoring poorly in the evaluation.

Each Proponent shall submit **One (1) hard copy and One (1) electronic copy** of their Quotation, containing the following items:

- An overview of the Company submitting the quotation, along with an overview of any sub-contractors which will be taking part in the work on behalf of the Bidder, and their legal/contractual relationship to the Bidder.
- Proof of proper licensing, proof of WSIB (or independent operators classification) and proof of a minimum \$5,000,000 liability insurance.
- An overview of the Bidder's experience and expertise in the areas identified in Section 2.02, as well as the expertise of any sub-contractors that will be involved as part of the Bidder's team.

### **Section 4 Evaluation of the Quotations**

#### **4.01 Evaluation Criteria, Process and Award**

As part of the evaluation process, the Municipality of Magnetawan may contact one or more Bidders to clarify or obtain more information about their Quotation or to request the Bidder to exhibit or otherwise demonstrate the information contained therein. The purpose of these discussions will be to ensure full understanding of the requirements of the RFQ and Quotation. Discussions will be limited to specific

sections of the RFQ identified by the evaluation committee. The Lead Contact will only hold discussions with Bidders who have submitted a quotation deemed to be reasonably acceptable for Award.

The Municipality of Magnetawan may make an Award on the basis of the Quotations received without further discussion with the Bidders. Therefore, each initial offer should contain the Bidder's best terms/information, including all required documentation as listed in this RFQ.

The Evaluation Committee will recommend Award to Council for the Bidder achieving the highest combined score based on the rated criteria in 4.02 below.

**4.02 Maximum Evaluation Points Summary**

<b>Company Background and Qualifications</b>	<b>30 points</b>
<ul style="list-style-type: none"><li>The Bidder's experience overall and particularly in relation to similar projects; qualifications of the company proving the required licenses and documents have been obtained.</li></ul>	
<b>Cost</b>	<b>70 points</b>
<ul style="list-style-type: none"><li>Cost is complete and reasonable.</li></ul>	
<b>Maximum Points Available</b>	<b>100 points</b>

The successful Bidder shall be notified of the Award in writing to the address given on the Form of Quotation, and/or may be contacted verbally or electronically by the Lead Contact.

**Section 5 Form of Quotation**

The Municipality of Magnetawan is inviting Bidders to submit a quotation to provide the Sand Dome Shingle Replacement.

I/We, the Undersigned, having examined this Request For Quotations, do hereby offer to enter into an Agreement with the Municipality of Magnetawan to provide the **Sand Storage Dome Shingle Replacement** under the terms as included.

(I, We) Mark Weckwerth PRESIDENT/OWNER  
(Name-Print) (Position)

of BAM ROOFING AND EXTERIORS LTD.  
(Company Name)

Dated at NORTH BAY this 31<sup>st</sup> day of MAY, 2018.

<u>\$ 31,900.00</u>	<u>\$ 4,147.00</u>	<u>\$ 36,047.00</u>
<b>Bid Price</b>	<b>+ HST</b>	<b>= Total Price</b>

**Tenderer's Experience**

As an integral part of this tender, the tenderer shall list here their experience in work of a similar nature to that being tendered, which they have successfully completed.

Year	Description of Contract	Owner	Value	Contact Person	Telephone No.
2015	Re-roof TRAVELODGE HOTEL	See attached	~\$92,000	AMIT TALREGA (General Manager)	705-472-7171
2016	Re-roof GRAND ALICE HOUSING project, FIELD, Ontario (multi-residential)	Nipissing District Housing Corporation	\$34,000	Patricia Theriault (Housing Manager)	705-472-2441 Ext 3471
2016 2017 2018	Re-roof housing complexes in Birchwood Village, North Bay (LARGE assembly of housing complexes.) (Rental Townhouses) (3 BUILDINGS 2016, 6 BUILDINGS 2017, 4 BUILDINGS 2018)	TURRET Construction	~\$20,000 ~\$25,000 - \$33,300	Regis MARTIN (Housing Manager)	705-472-2236
2018	Re-roof 3 LARGE Multi-unit housing complex - TRILLIUM Non-Profit Housing	HOLY NAME NPO (TRILLIUM TERRACE Non-Profit Housing)	~\$33,000	CHRISTINE (Approved by Engineer) Housing manager	705-494-7725 (107 MARSHALL AVE North Bay)
2016	100' SALT AND SAND DOME RE-ROOFING	CITY OF NORTH BAY		TWO OF MY WORKERS Did the work for this project while with another company. They left to join Bay Roofing in 2017.	705-492-9049

*Mark Desrochers*  
 AUTHORIZED SIGNATURE

3103 HWY 11 NORTH  
 STREET ADDRESS

NORTH BAY ONTARIO P1B 8G3  
 CITY PROVINCE POSTAL CODE

705-474-7595 - info@bayroofing.ca  
 TELEPHONE NO. FACSIMILE NO. E-MAIL ADDRESS

Callain Desrochers  
 30 year installer - headhand

Receipt of any issued addenda shall be acknowledged by initialing in the space provided below.

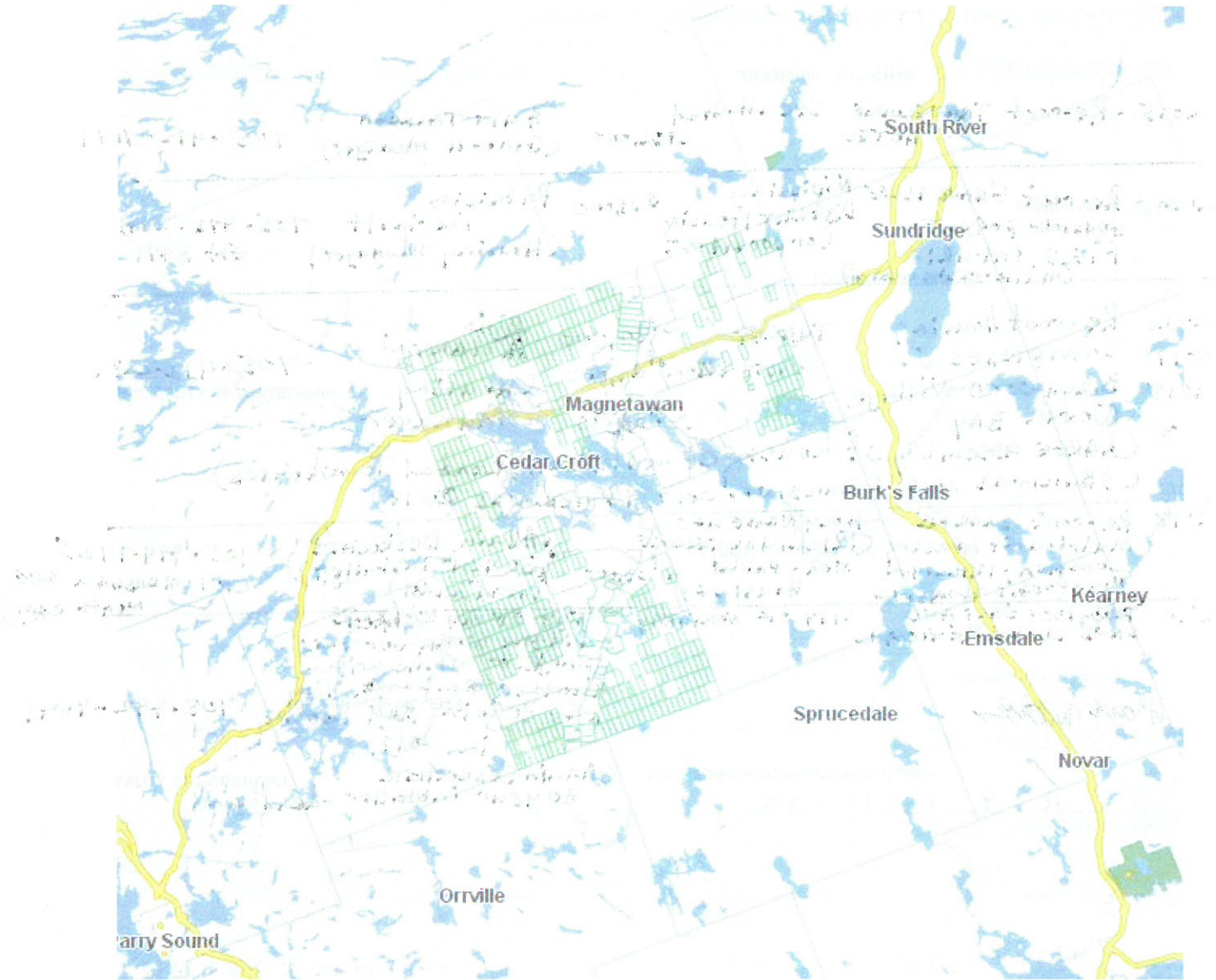
Addendum No. 1 mw Addendum No. 2 \_\_\_\_\_ Addendum No. 3 \_\_\_\_\_

Signature in the designated space, by an authorized officer of the Bidder's company affirms acceptance of the Request for Quotation requirements set forth in this document, the associated costs attributed to the business arrangement between the Bidder and the Municipality of Magnetawan, and hereby certifies that the information supplied in this quotation to be true and complete in all respects.

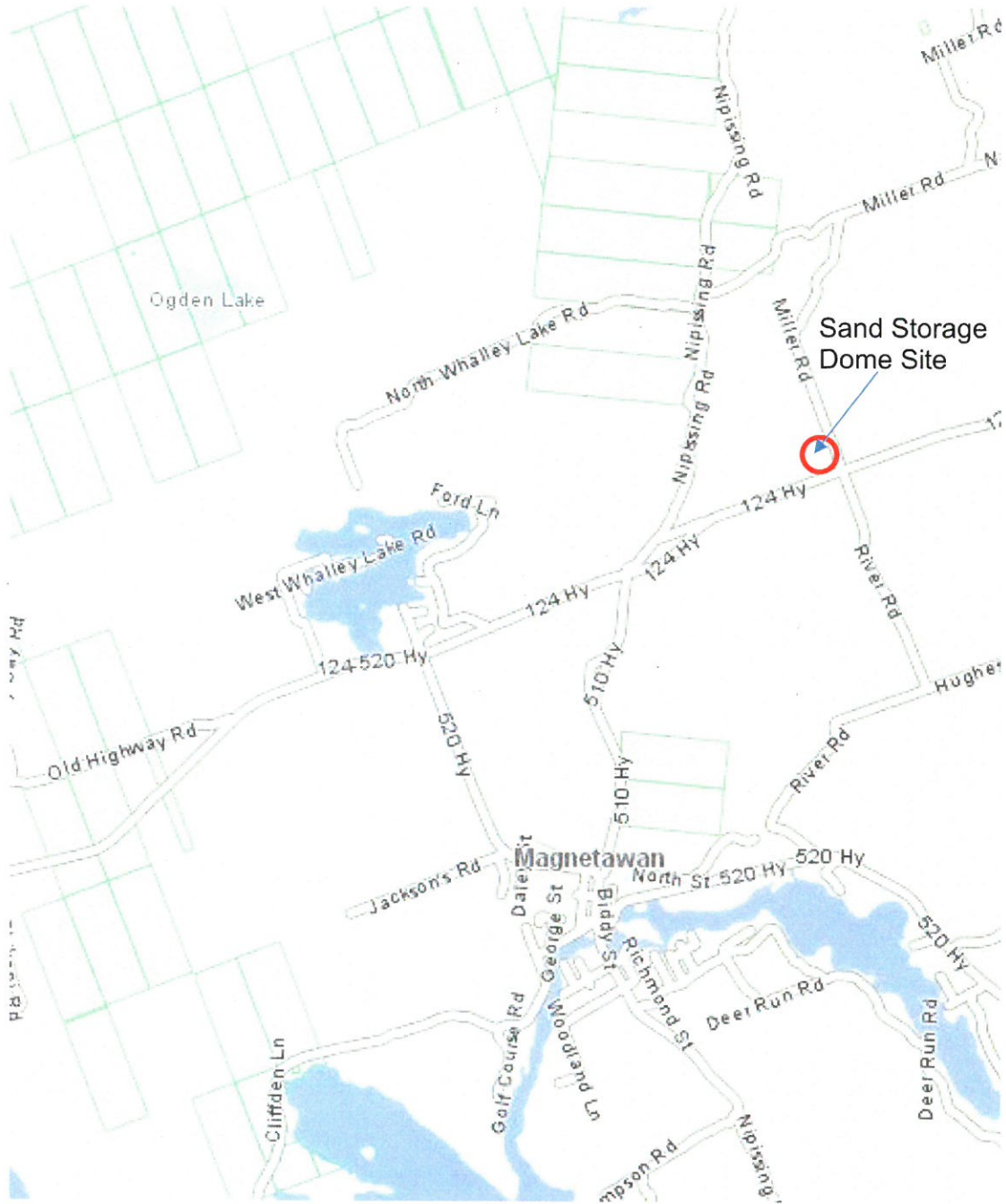




Schedule "A"  
Municipality of Magnetawan Map



Schedule "B"  
Highlighted Location of Yard









## **ADDENDUM # 1 – REQUEST FOR QUOTATION**

### **SAND STORAGE DOME SHINGLE REPLACEMENT**

**DATE OF ISSUE: MAY 23, 2018**

1) SECTION 1.04 SCHEDULE

SECTION 1.05 REQUIRED REVIEW AND CLARIFICATION

SECTION 2.0 SCOPE OF WORK

- A. Delete reference to “Mandatory” Site Visit
- B. Add: Bidders are encouraged to visit the site of the Sand Storage Dome to assess the work as part of their quotation preparation.
- C. Add: A site visit with the Lead Contact can be arranged prior to May 30, 2018 with advance written notice to:

Chris Stilwell  
Tulloch Engineering Inc.  
705-789-7851  
chris.stilwell@tulloch.ca

**END OF ADDENDUM NO. 1  
(2 PAGES TOTAL)**



Name of Bidder (Company Name): BAY ROOFING AND EXTERIORS LTD (please print)

Person Signing for Bidder: MARK WECKWERTH (please print)

Signature of Person Signing for Bidder: x Mark Weckwerth

*This completed addendum form must be submitted with the Quotation and the Addendum acknowledged in the Tender Form.*





MUNICIPALITY OF MAGNETAWAN

REQUEST FOR QUOTATION:

SAND STORAGE DOME SHINGLE REPLACEMENT

**CONTRACTOR'S INFORMATION FORM**

Bay Roofing and Exteriors Ltd. is the largest volume shingle roofer in North Bay and surrounding area. Focused solely on roofing, siding, soffit/fascia and eavestroughs, the company deals primarily in the residential and commercial markets on projects up to \$300,000. The Company is now the primary contractor in the area for large residential complexes and commercial buildings requiring shingle replacement, and presently runs with 3 crews and a workforce of 15 qualified installers and labourers. In 2018, the company will re-shingle in excess of 350 homes, buildings and complexes and will provide other exterior services to property owners in addition.

As a result the company can handle projects large or small including roofing and all exterior products excluding doors and windows. The Company has a great reputation and is used repeatedly by housing providers such as Nipissing District Housing, and Turret Construction (which owns a very large portfolio of multi-unit residential complexes), and is called on by contractors as well for their project needs.

The company has very capable installers and is recognized for its commitment to quality and service.

The company and its shareholder are independent of the Municipality of Magnetawan, does not have any personal connection or relationship to the municipality, and is bidding within the terms of the RFQ as outlined.

The company has two very experienced installers who have large dome experience and expertise and can capably handle this project efficiently and to the municipality's satisfaction.

We are pleased to answer any questions that may arise, are fully insured, covered by WSIB, have Working at Heights certification, and are able to finance the project as set out in the RFQ.

The company's reputation and significance can be verified by Roofmart who supplies the company's IKO shingle and related products and carry the product warranty. Samples of the various products to be installed are provided herewith, along with warranty application samples and related literature. The products to be installed are of the highest and most durable quality available on the market today, and IKO provides a warranty that is standard setting.

We have visited the site and measured the project. Bay Roofing and Exteriors Ltd is completely able to complete the project on a timely basis in a workmanlike fashion with the highest level of quality and customer satisfaction without the use of subcontractors.







# Ontario Reservation Report / Rapport pour réservation en Ontario

BAY ROOFING AND EXTERIORS LTD.  
117507724

Page 1 of/de 7 2015De31

COMPANY NAME / NOM DE L'ENTREPRISE	JUR.   NO.   DATE	CITY / VILLE	EP	TYPE	STATUS / STATUT	STAT. DATE / DATE EFF.
<b>BAY ROOFING AND EXTERIORS LTD</b>	ON   117507724   2015De31				Prop.CENTAUR	
<b>BAY ROOFING</b>	ON   0250661998   2015Jl02	NORTH BAY		AsmdBusNm	Active	
<b>BAY EXTERIORS</b>	SK   0101268600   2014Oc28	SASKATOON		Bus_Name	Active	
<b>BAY LAKE ROOFING</b>	ON   0250518610   2015Ma25	HILLSBURGH		SI_Prpsph	Active	
<b>BAY ROOFING &amp; HOME MAINTENANCE</b>	BC   0670000621   1967Fe14			Pt_Prpsph	Active	
<b>T.J. ROOFING AND EXTERIORS</b>	MB   0006920501   2014Ma06	WINNIPEG "Renovations"		Propshp	BN_Filed	
<b>A MA BAIE ROOFING AND CHIMNEYS</b>	NB   0000323808   1990Ma31	SALISBURY		Rgstn_Act	DslvdCncl	2004Oc18
<b>CITY ROOFING &amp; EXTERIORS LTD</b>	ON   116442324   2015Se01				Prop.ARVICAL	
<b>A+ ROOFING AND EXTERIORS</b>	ON   0220838619   2012Au10	CLINTON		SI_Prpsph	Active	
<b>CITY ROOFING &amp; EXTERIORS LTD</b>	ON   0001941261   2015Se01	MARKHAM		Bus_Corp	Active	
<b>T.C. ROOFING AND EXTERIOR MAINTENANCE</b>	ON   0230417057   2013Al22	NEWTONVILLE		SI_Prpsph	Active	
<b>PC ROOFING AND EXTERIORS</b>	ON   0250579646   2015Jn09	WELLAND		SI_Prpsph	Active	
<b>B &amp; B ROOFING &amp; EXTERIORS</b>	ON   0220578090   2012Ma28	ST THOMAS		GnrlPrtnr	Active	
<b>PROFESSIONAL ROOFING &amp; EXTERIOR INC</b>	AB   2017746039   2013Se25	STRATHMORE		Bus_Corp	Start	2015No02
<b>ROOF BY ROOF EXTERIORS LTD</b>	AB   2016268126   2011Au31	CALGARY		Bus_Corp	Active	2014Oc24
<b>BAYSIDE EXTERIORS</b>	BC   0120586845   2012Jn29			Pt_Prpsph	Active	
<b>TOWN AND COUNTRY ESTATE ROOFING AND EXTERIORS INC</b>	ON   0002338016   2012Au07	AJAX		Bus_Corp	Active	

The Provision of the information contained in this report is subject to the Terms and Conditions contained on the last page here of. The use of this report is the sole responsibility of the applicant. / Les renseignements contenus dans le présent rapport sont sujets aux conditions générales énoncées à la dernière page du document. La responsabilité quant à l'usage du présent rapport incombe entièrement au demandeur.





Co-operators General Insurance Company

### CONFIRMATION OF INSURANCE

**This is to confirm to:** Mark Weckwerth  
**Mailing Address:** 3103 Highway 11 N  
North Bay  
Ontario  
P1B 8G3

That a policy of insurance as herein described has been issued to the Insured named below and is in full force.

**Occupancy/Operations to which this Confirmation applies:** Roofing

**Legal Location of Insured Risk:** 3103 Highway 11 N  
North Bay  
Ontario  
P1B 8G3

**Name of Insured:** Bay Roofing and Exteriors Ltd.

**Mailing Address:** 3103 Highway 11 N  
North Bay  
Ontario  
P1B 8G3

**Coverage:** Commercial General Liability    **Policy Number:** 6416836    **Effective Date:** 09/08/2017    **Expiry Date:** 09/08/2018

The Commercial General Liability section provides coverage for the following:

- Bodily Injury and Property Damage including:
  - Products Completed Operations
  - Broad Form Property Damage
  - Contractual Liability
  - Cross Liability

**Limits of Insurance:**

<b>Each Occurrence Limit - Bodily Injury and Property Damage</b>	\$5,000,000
<b>Aggregate Limit - Products/Completed Operations</b>	\$5,000,000
<b>Personal Injury Limit</b>	\$5,000,000
<b>Medical Expenses Limit</b>	\$25,000

The Insurance afforded is subject to the terms, conditions and exclusions of the applicable policy. This Confirmation is issued as a matter of information only and confers no rights of the holder and imposes no liability on the Insurer.

#### CO-OPERATORS GENERAL INSURANCE COMPANY

JENNA SHARP  
Authorized Representative

16/02/2018  
Date Issued

\_\_\_\_\_  
Authorized Representative Signature  
(if required)

CGG088 (06/14)





## eClearance

### BAY ROOFING AND EXTERIORS LTD.

#### Account Details

<b>Legal Name</b>	BAY ROOFING AND EXTERIORS LTD.
<b>Trade Name</b>	
<b>Address</b>	3103 HIGHWAY 11 NORTH, NORTH BAY, ON, P1B8G3, CA
<b>Rate Group and Description</b>	728: Roofing
<b>Classification Unit and Description</b>	4235-000: Roof Shingling
<b>Clearance Status</b>	Eligible for clearance certificates

[Back](#)







March 20, 2016

**Re: Reference for Mark Weckwerth and Bay Roofing located at 3103 Hwy 11 N, North Bay, ON,  
P1B 8G3**

To Whom it may concern:

It is with great pleasure I write this recommendation for Mark and Bay Roofing – especially as a satisfied customer.

In the summer of 2015 I called Mark along with a number of other roofing contractors in North Bay, however ONLY Mark returned my call instantly and was over at the Hotel for a site inspection and survey within 30 minutes.

From that point someone from Bay Roofing or Mark himself followed up and met with me to answer any questions that I had with the singular goal of making me comfortable with the scope of work irrespective if I selected Bay Roofing or not. This I found a bit odd at first – however, having worked with Mark since – I can confirm that this is his inherent nature and business practice to ensure that his customers and the greater population of North Bay are comfortable with the project they undertake.

Throughout the month long project, Mark was always on site and in constant communication with myself and my family. He was also available to answer any questions that we had at all reasonable hours. More over at times Mark was as concerned about the Hotel and guest experience and he could be seen walking the hotel grounds speaking to our guests about the roofing project.

Even after the completion of the project Mark has continued to stay in contact and still answers and / or returns my calls at the earliest opportunity.

I am very happy to have worked with Mark and Bay Roofing and I recommend both highly. Wishing Mark and the entire Bay Roofing team continued growth and success.

Respectfully Yours,



Amit Talreja, CHA  
General Manager



