



Municipality of Huron Shores
7 Bridge Street, PO Box 460
Iron Bridge, ON P0R 1H0

REQUEST FOR PROPOSALS

Huron Shores Recreation Centre Roof Replacement

Issued by:

The Corporation of the Municipality of Huron Shores

7 Bridge Street

P.O. Box 460

Iron Bridge, Ontario P0R 1H0

www.huronshores.ca | email@huronshores.ca | (705) 843-2033

Issue Date: May 29, 2026

Submission Deadline: June 26, 2026, 4:00PM.

Email Submissions:

amber@huronshores.ca

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1. Introduction

The Huron Shores Recreation Centre, formerly operated as an arena facility, continues to serve the community as a multi-use recreational and event space. The Municipality of Huron Shores is undertaking replacement of the existing roof system in order to address age-related deterioration, extend the service life of the building, support future facility improvements, and ensure the continued safe and reliable use of the facility for community programming and events.

The Municipality is seeking proposals from qualified contractors for replacement of the existing roof system. Proponents shall provide a mandatory base proposal for replacement with a comparable metal roofing system generally consistent with the recommendations identified within the engineering review documents.

The Municipality is also open to receiving optional proposals for alternative or enhanced roofing systems, including insulation or energy efficiency improvements, where proponents believe improved long-term durability, performance, cost or lifecycle value may be achieved.

The Municipality anticipates that, subject to confirmation of funding and award of contract, the project would ideally proceed during the late summer or fall of 2026. Depending on funding approvals, contractor availability, or project scheduling considerations, construction may extend into the 2027 construction season.

2. Project Background

The Huron Shores Recreation Centre is located at 1 Chiblow Lake Road, Iron Bridge, Ontario.

Engineering reviews commissioned by the Municipality identified that:

- the existing roof system is nearing the end of its service life;
- corrosion and weathering are present throughout the roof surface;
- evidence of previous repair attempts and coating applications exists;
- active leaks and/or moisture infiltration concerns have been observed; and
- replacement of the roof system is recommended.

A structural review has confirmed that the existing structure is capable of supporting certain upgraded roofing assemblies, including insulated systems.

The structural review also identified an existing bent roof purlin requiring repair as part of the project, along with review of any additional deficiencies discovered during construction.

Copies of the engineering review documents are included to proponents as part of this Request for Proposal.

3. Scope of Work

The successful proponent shall supply all labour, materials, equipment, supervision, disposal, and incidentals necessary to complete the roof replacement project.

The work shall generally include:

- inspection of the existing roof structure
- completion of required structural repairs identified within the engineering review documents;
- preparation of the existing roof surface as required for the proposed roofing system;
- installation of a new roofing system;
- flashing, trim, closures, sealants, and related accessories;
- weatherproofing and protection of the building during construction;
- cleanup and disposal of construction materials; and
- provision of warranties and close-out documentation.

Removal and disposal of existing roofing materials shall be completed only where required for the proposed roofing system.

All work shall comply with applicable legislation, manufacturer specifications, and industry best practices.

4. Proposal Requirements

Proponents shall submit a proposal for a roofing system generally consistent with the recommendations identified within the engineering review documents, including a comparable metal roofing system suitable for the facility.

The proposal shall include:

- description of proposed roofing system;
- material specifications;
- warranty information;
- estimated project schedule; and
- anticipated service life.

Where proponents believe alternative or enhanced roofing systems may provide improved durability, performance, energy efficiency, or lifecycle value, optional alternatives may also be submitted for the Municipality's consideration.

Any optional alternatives shall clearly identify:

- proposed materials and system specifications;
- anticipated benefits;
- warranty coverage;
- expected lifespan; and
- any additional structural or installation considerations.

5. Site Visit

Proponents are strongly encouraged to attend a site visit prior to submitting a proposal. Site visits may be arranged through the Municipality.

6. Submission Requirements

Proposals shall include:

- completed Appendix A, Proposal Submission Form;
- company profile and relevant project experience;
- references for similar projects;
- project schedule; and
- warranty information.

Proponents shall confirm within their submission that proof of insurance and Workplace Safety and Insurance Board (WSIB) clearance can be provided upon request and prior to commencement of work.

Proponents are encouraged to clearly identify any exclusions, assumptions, or additional considerations within their submission.

Proposals shall be submitted electronically in PDF format to the email address identified in this document.

Late submissions shall not be accepted.

7. Insurance and Safety Requirements

The successful proponent shall, at its own expense, obtain and maintain until completion of the work, Commercial General Liability insurance satisfactory to the Municipality, in the Province of Ontario.

Such policy shall provide limits of not less than Five Million Dollars (\$5,000,000.00) inclusive per occurrence for bodily injury, death, and property damage, including loss of use.

The policy shall:

- name the Municipality of Huron Shores as an additional insured; and
- remain in force for the duration of the contract.

The successful proponent shall provide a certificate of insurance satisfactory to the Municipality prior to commencement of work.

The successful proponent shall also provide proof of Workplace Safety and Insurance Board (WSIB) coverage in good standing prior to commencement of work.

The successful proponent shall comply with all applicable health and safety legislation and regulations, including the Occupational Health and Safety Act and regulations for Construction Projects.

All required Working at Heights training and fall protection measures shall be maintained throughout the duration of the project.

8. Funding & General Conditions

The Municipality reserves the right to cancel, postpone, modify, or not proceed with this Request for Proposals or any resulting contract should funding approval not be obtained, project costs exceed available funding, or project priorities change.

Submission of a proposal does not obligate the Municipality to award a contract or proceed with the project.

The Municipality is not obligated to accept the lowest priced proposal or any proposal.

The Municipality reserves the right to reject any or all proposals, negotiate with proponents, request clarification, or cancel this Request for Proposals process at any time.

The successful proponent shall comply with all applicable legislation, regulations, bylaws, and codes.

The Municipality shall be responsible for obtaining the required building permit for the project. The successful proponent shall be responsible for providing all drawings, specifications, product information, and supporting documentation required by the Municipality for permit application purposes and shall cooperate with the Municipality and Chief Building Official throughout the duration of the project to ensure compliance with applicable permit requirements and the Ontario Building Code.



Should additional structural deficiencies or concealed conditions be identified during construction, the successful proponent shall immediately notify the Municipality prior to proceeding with corrective work.

9. Evaluation

Proposals may be evaluated based on:

- overall cost;
- proposed roofing system;
- warranty coverage;
- experience and qualifications;
- project schedule; and
- overall value to the Municipality.

Proposals will be reviewed by the Municipality following the submission deadline. Selection of a preferred proponent will be subject to Municipal review and approval processes.

10. Inquiries

All inquiries regarding this Request for Proposals shall be directed to:

Amber Shannon, Deputy Clerk
Municipality of Huron Shores
7 Bridge Street
P.O. Box 460
Iron Bridge, ON P0R 1H0

Phone: (705) 843-2033

Email: amber@huronshores.ca

Questions will be accepted in writing until June 22, 2026

APPENDIX A

Proposal Submission Form

Project: Huron Shores Recreation Centre Roof Replacement

Company Name:

Address:

Telephone:

Contact Name and Title:

Email Address:

Proposal Price (excluding HST):

\$ _____

Description of Proposed Roofing System:

Optional Alternative Proposal(s), if applicable:



Estimated Project Schedule:

Warranty Information:

The undersigned has carefully reviewed the Request for Proposals documents and agrees to complete the work in accordance with the requirements outlined therein.

The undersigned confirms that the following documentation can be provided upon request and prior to commencement of work:

- Commercial General Liability Insurance meeting the requirements of this Request for Proposals
- Workplace Safety and Insurance Board (WSIB) clearance certificate

Authorized Signature: _____

Name: _____

Title: _____

Date: _____



APPENDIX B

Kresin Engineering Corporation

Iron Bridge Recreation Centre Roof Review and Recommendations

Dated: January 9, 2025



huronshores.ca

Tel: (705) 843-2033 Fax: (705) 843-2035

Ref. No. 2502.01

Amber Burgler, Deputy Clerk
Municipality of Huron Shores
7 Bridge Street
Iron Bridge, ON P0R 1H0

Re: Municipality of Huron Shores, Iron Bridge Recreation Center Roof

Dear Ms. Burgler:

Introduction

Kresin Engineering Corporation (KEC) has been retained by the Municipality of Huron Shores (Municipality) to conduct a visual review of the Iron Bridge Recreation Centre roof. This letter provides a summary of findings from the review, as well as recommendations and a budget cost estimate.

Background

The Iron Bridge Recreation Centre is a pre-engineered metal building, approximately 37m x 60m (120'x200') located on Chiblow Lake Road between Highway 17 and Bridge Street. There is a small vestibule on the east side of the building serving as a primary entrance for users. A separate structure, housing kitchen facilities, is connected to the main building near the northwest corner. Along the east side of the building interior, there is an enclosed, heated, lobby and canteen area, as well as change rooms and washrooms. Spectator seating is installed in a mezzanine above the heated space.

The interior of the Recreation Centre is configured as an arena for ice hockey; however, it has not been used in this capacity for some time reportedly due to a lack of demand, as well as the absence of refrigeration plant facilities for making ice. In recent years, the facility has been used to accommodate various community events such as concerts and fairs. It is our understanding that the Municipality is currently reviewing plans to repurpose the building to house a fitness centre and other compatible uses.

In late 2024, Municipal staff noticed signs of water dripping from the roof onto the arena floor.

Site Visit and Observations

KEC staff attended at the Recreation Centre on January 9th, 2025, accompanied by Municipal Staff, to review the current condition of the building. A ground level tour of the building interior and exterior was carried out, as well as an aerial overview of the exterior using a remote controlled drone equipped with a high resolution camera. A discussion with Municipal Staff was also conducted to obtain background information.

During the time of the site visit, no signs of active water ingress were observed; however, evidence of previous occurrence(s) was visible on the floors. From the inside of the arena, the metal roof panels are

not visible, being obscured by the insulation and vapour barrier. The underside of the roof insulation appears in good condition overall with no indications of major leaks or distress.

Aerial photos taken at the time of the site visit confirm that the roof consists of exposed fastener type metal panel system with a severely weathered finish. There were no areas showing obvious signs of major distress or deformation; fasteners appear to be in-place throughout. Signs of light to moderate corrosion are visible along panel joints and throughout the field of panels. Discolouration was noted in various locations which seems to indicate that, historically, a coating was applied strategically near joints and fasteners presumably to address spot leaks. It is also noted that it appears a sealant may have been applied along transverse joints (i.e. parallel to the roof peak) in some areas. Closure strips are not present at the eaves.

Photos from the site visit are attached.

Discussion

It is believed that the Recreation Centre building was built between 1975 and 1979, and that the roof is original, thus it is likely at or nearing 50 years of age. The roof is severely weathered, showing signs of corrosion and has likely had some repairs/sealing attempted. Typical design life of exposed fastener metal roof systems is 50 years; thus it is likely that the Recreation Centre roof is approaching the end of its design life.

Without action, the condition of the roof will continue to deteriorate at an accelerating rate as corrosion spreads. For this reason, it should be anticipated that leaks will develop and repairs will be necessary with increasing frequency over time.

The suspected roof leaks reported in December 2024 were likely a result of condensation inside the building freezing on the underside of the roof overnight and then dripping when sunlight warmed the roof the following day. The pattern of the water on the floor in long straight lines aligned with roof seams and building structural elements, as well as the weather conditions of warm sunny days and sub-freezing overnight temperatures support this hypothesis.

Since the roof system is nearing end-of-life, and given that the Municipality plans to invest in renovations to the interior, replacement of the roof should be considered to provide long term protection to the structure and interior finishes. Improvements to the roof system can also be considered and may include the exterior roof cladding, as well as interior building envelope components such as insulation and vapour barrier.

Prior to design of any improvements, drawings of the building should be obtained to confirm that the structural capacities are sufficient for proposed materials.

Recommendations

The following recommendations are presented for consideration:

1. Budget for replacement of the roof cladding to precede or coincide with interior improvements.



Photograph 1

East building elevation



Photograph 2

West building elevation



Photograph 3

December 2024 Suspected roof leak
(photo from Municipality)



Photograph 4

December 2024 Suspected roof leak
(photo from Municipality)



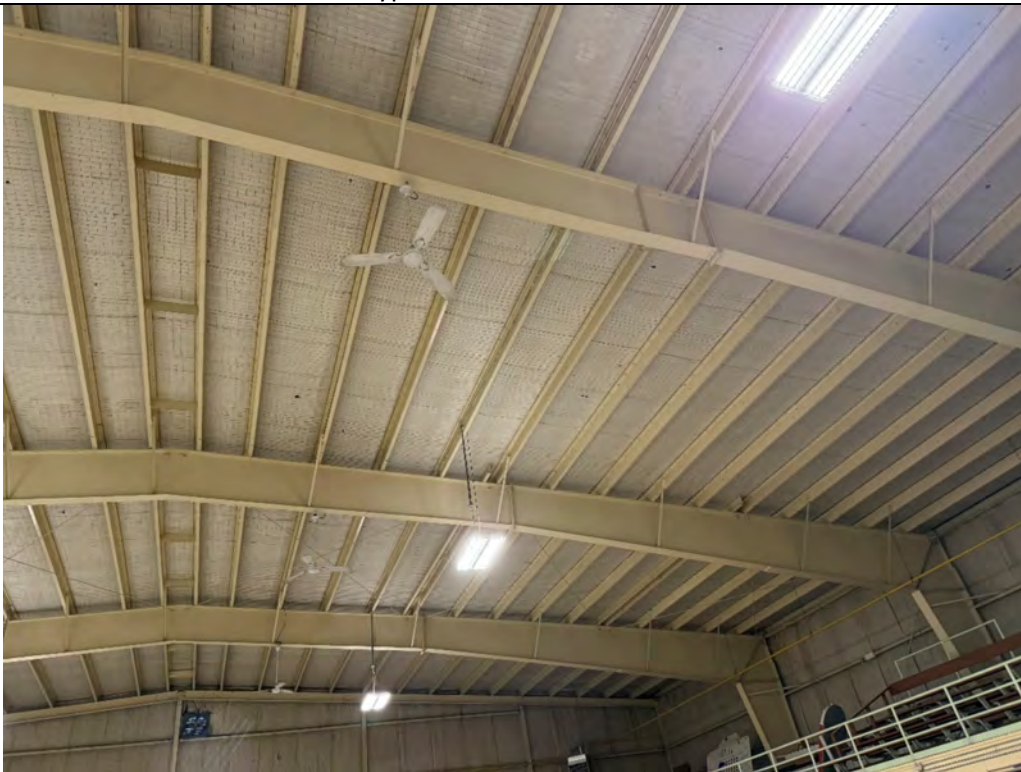
Photograph 5

December 2024 Suspected roof leak
(photo from Municipality)



Photograph 6

Typical underside of roof.



Photograph 7

Typical underside of roof.



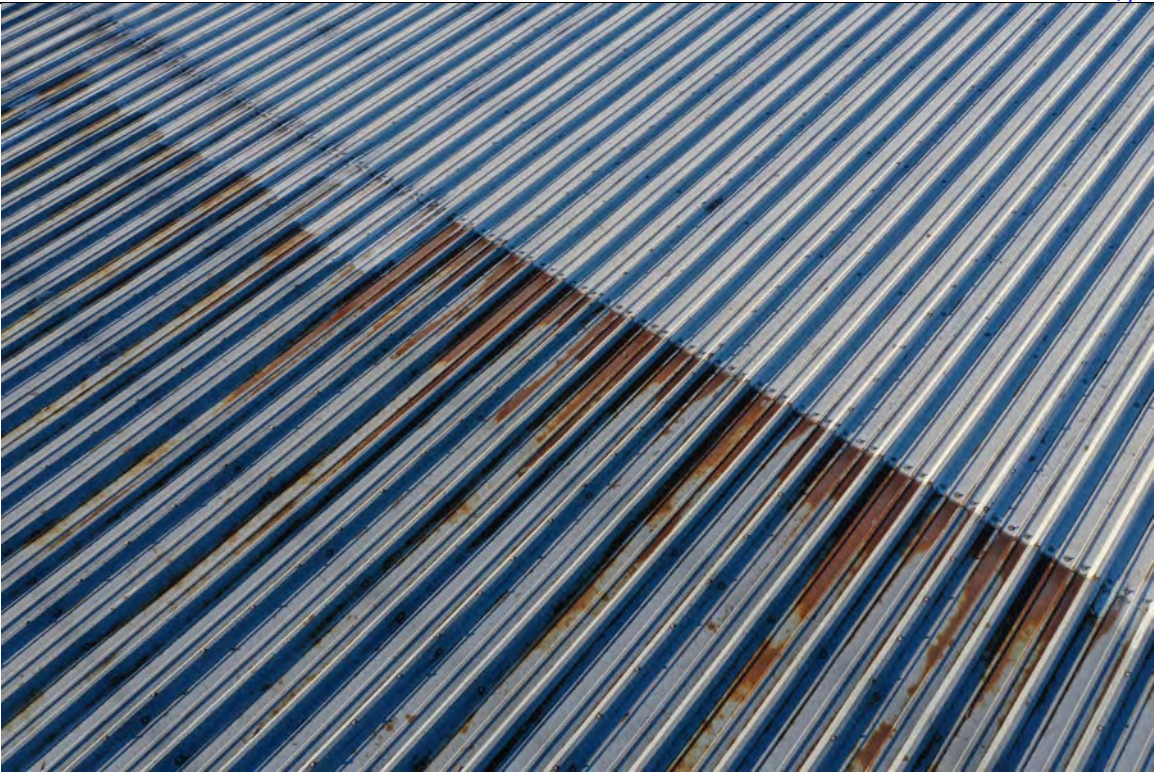
Photograph 8

Typical underside of roof.



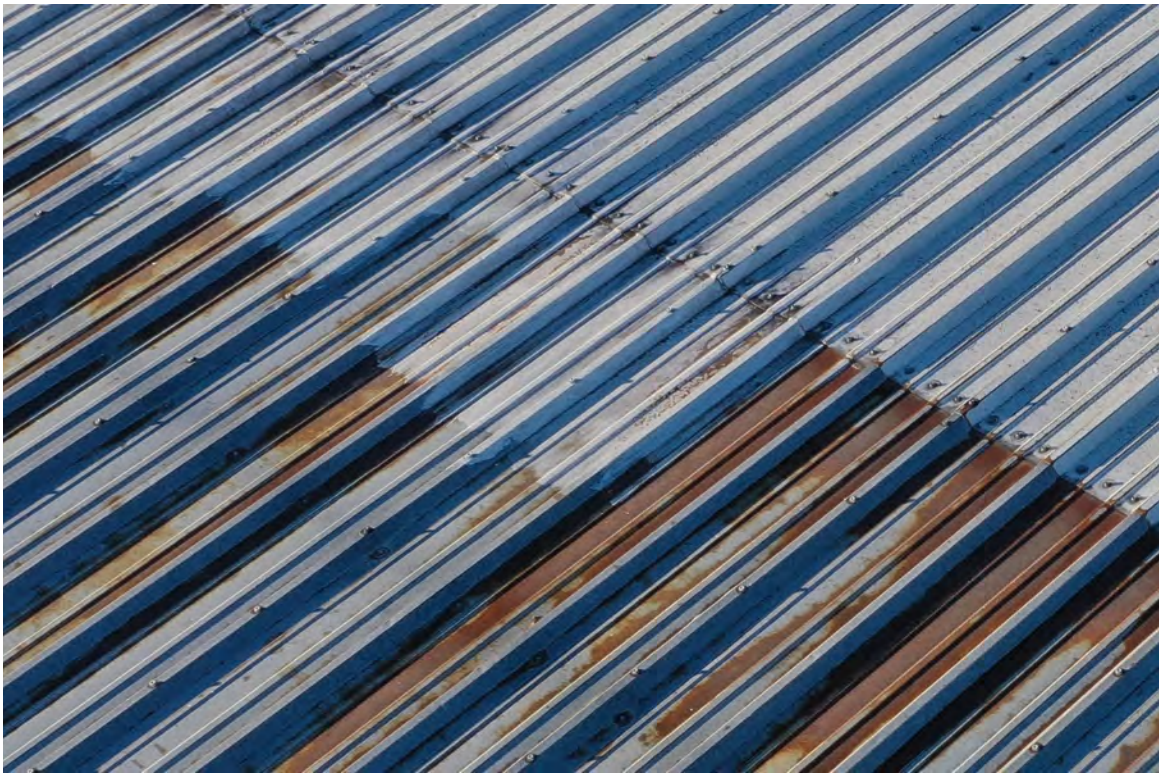
Photograph 9

Overview of roof.



Photograph 10

Detail of roof showing surface corrosion.



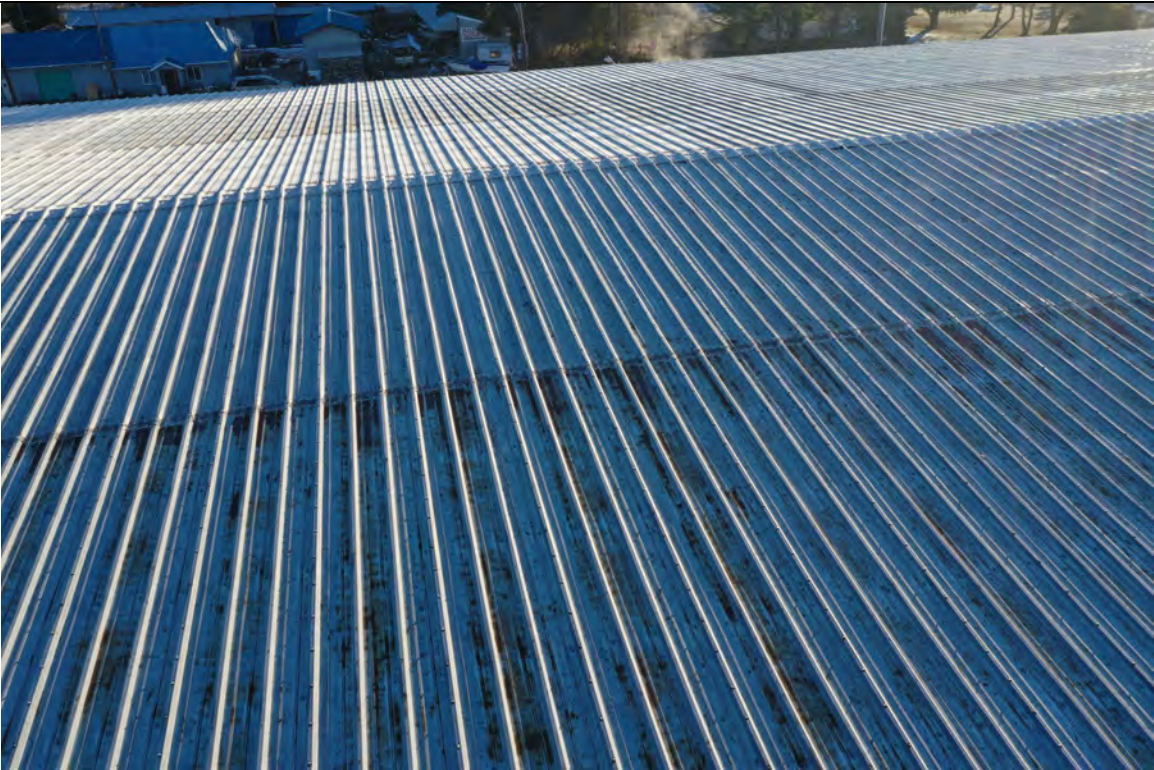
Photograph 11

Blow-up of Photograph 10 showing area of suspected historical coating applied.



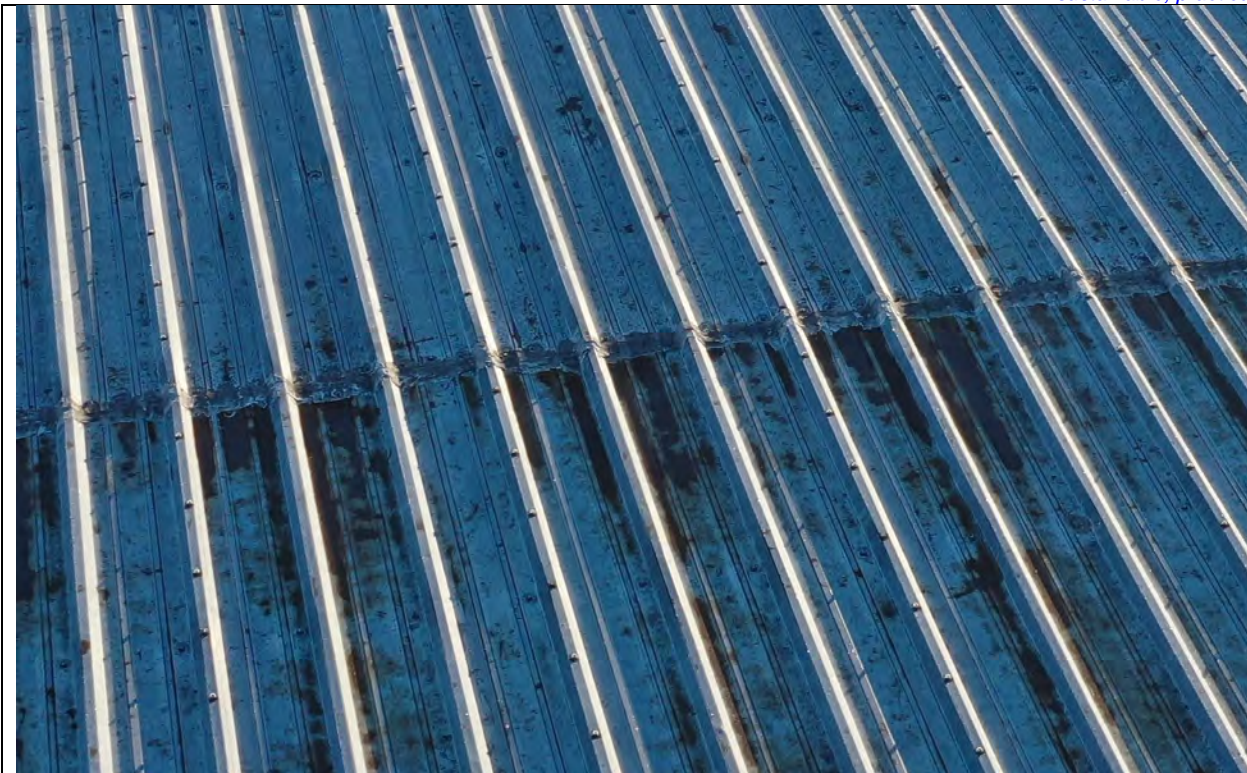
Photograph 12

Detail photo at eave. Note no closure strip present under roof panels.



Photograph 13

Photo of west slope showing corrosion of roof panels.



Photograph 14

Blow-up of Photograph 13 showing sealant historically applied to roof lap joint.



Photograph 15

View of roof from southeast. Note patchwork appearance of coating at left.

APPENDIX C

Sheild EA Ltd.

Iron Bridge Recreation Centre Roof Condition Assessment

Dated: September 23, 2025



September 23, 2025

Municipality of Huron Shores
7 Bridge St. PO Box 460
Iron Bridge, ON
P0R 1H0

Attention: **Amber Shannon – Deputy Clerk**

Re: **Iron Bridge Recreation Center
Roof Condition Assessment**

Ms. Shannon,

At your request Shield EA Ltd. (Shield) has completed a structural review of the existing roof supporting structure at the **Iron Bridge Recreation Center** located at 1 Chiblow Lake Road in Iron Bridge Ontario. The scope of the assignment was to perform a review and condition assessment of the roof.

It is our understanding from information provided by the Municipality of Huron Shores that the proposed roof upgrades consist of the following:

- 1" ISO insulation mechanically fastened (0.35 psf)
- Sentinel P150-60ml membrane mechanically fastened and heat welded. (0.34 psf)

Based on manufacturer's data sheets, the membrane and the insulation add a total additional superimposed dead load of 0.7 psf.

There is no decrease in the performance level of the existing structure from the proposed roof upgrades. It should also be noted that the new roof will have a slippery surface, which will promote sliding/shedding of the snow from the structure. Accordingly, Shield accepts the proposed upgrades.

During Shield's onsite review, a bent roof purlin was observed (see Figures 6-7 in Photographs). The purlin shall be repaired (mandatory) per the direction of a Professional Engineer.

Should any additional defects be observed in the roof structure during construction, the contractor shall contact Shield for further investigation prior to proceeding. We recommend noting this requirement within the Contract documents.

We trust this letter is adequate for your consideration at this time, but should you have any questions please do not hesitate to contact our office.



Anthony Bozzo, P.Eng.
Structural Engineer



Photographs

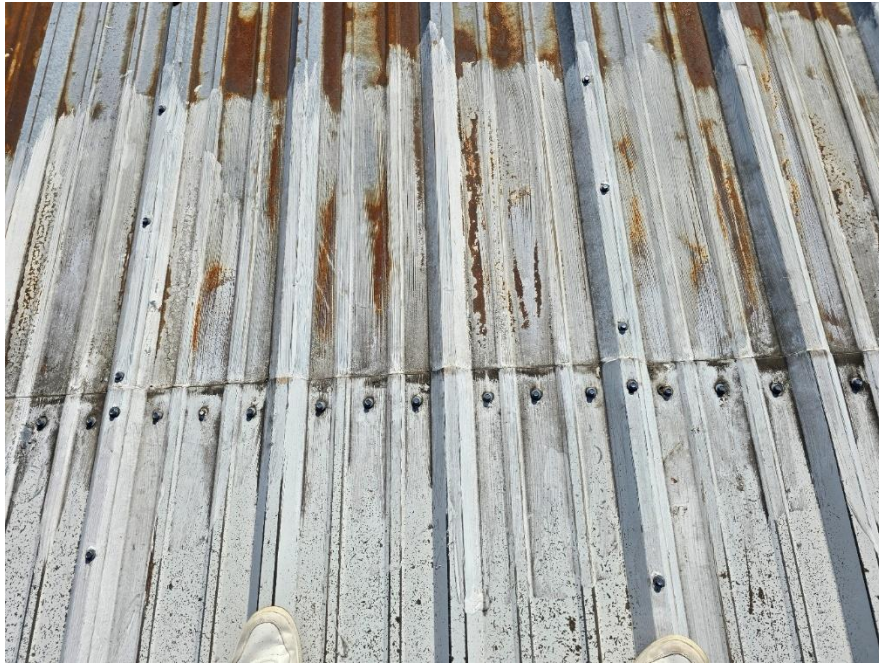


Figure 1: Corroded roof section

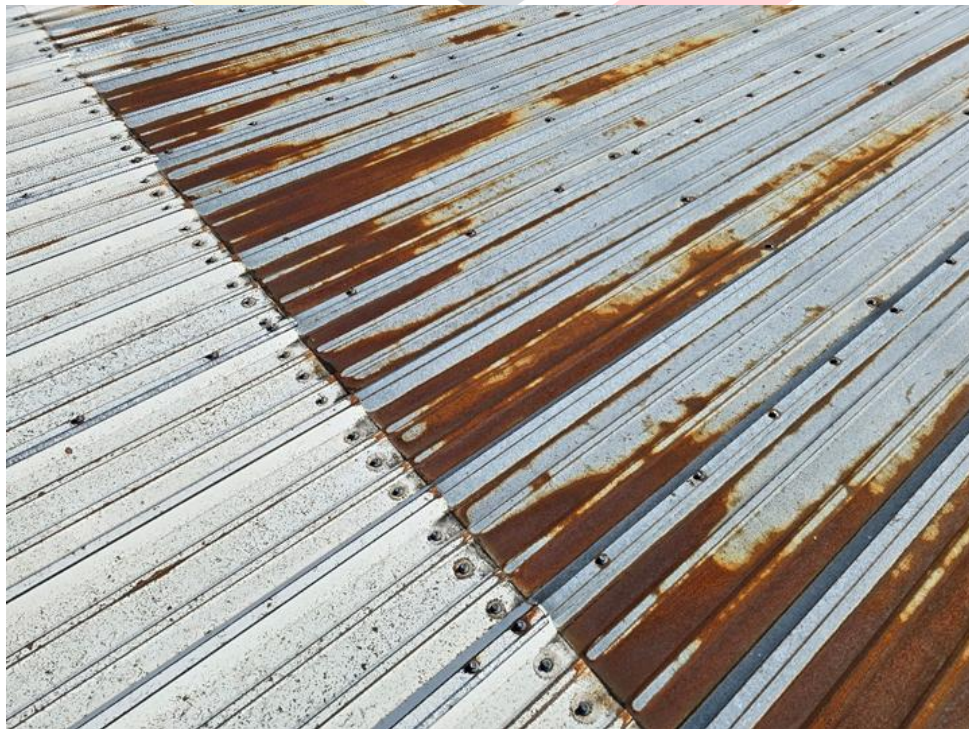


Figure 2: Corroded roof section



Figure 3: Corroded roof section

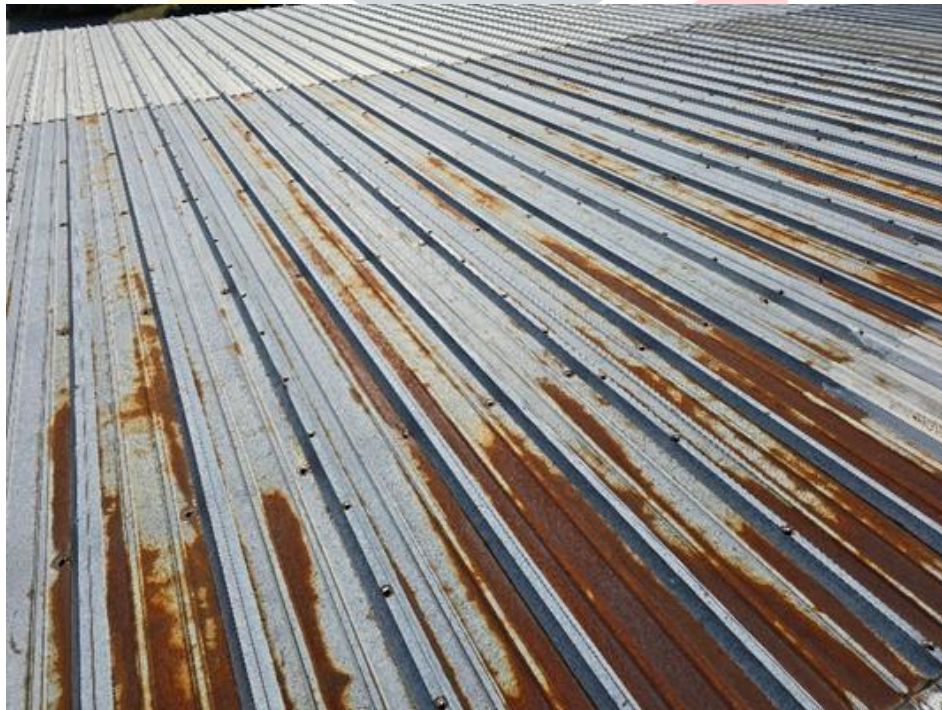


Figure 4: Corroded roof section



Figure 5: Corroded roof section



Figure 6: Bent roof purlin



Figure 7: Bent roof purlin