


Title: Library Roof Replacement			
RFQ Identification Number: ToFM-FAC-RFQ-2025-003			
Administered by:	Brennan Orr, Director of Operations	Initiation Date:	2025.02.21
Contact:	operations@fortmacleod.com , (403) 553-4425	Close Date:	2025.03.07

1 Introduction

The Town of Fort Macleod is requesting a detailed quote for the removal and replacement of the existing tar and gravel roofing system on our library. The new roofing system will be a 2-ply SBS modified bitumen membrane system.

1. Interested parties must have proof of liability insurance, registered with WCB Alberta, and detailed information on criteria for payment
2. The Town of Fort Macleod reserves the right to reject any and all bids
3. The Town of Fort Macleod has the right to select the proposal that best satisfies its interests and not necessarily on the basis of price or any other single factor
4. The town will not be liable for any additional work or damages directly attributed to neglect or poor workmanship of the prime contractor or any of their subcontractors

2 Scope

The Town of Fort Macleod will require the successful party to provide a detailed quote for:

Option 1 - Full system replacement (including new insulation & vapor barrier).

Option 2 - Membrane-only replacement over the existing insulation.

Include any additional recommendations or cost savings.

Anticipated Scope Details

1. **Removal & Disposal:**
 - Remove the existing tar and gravel roofing system down to the existing insulation or decking.
 - Properly dispose of all debris.
2. **Substrate Preparation:**
 - Inspect and provide recommendations on the condition of the existing insulation and metal decking.
 - Provide options for either a full roof system replacement or a membrane replacement only.

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3. **New Roofing System Installation:**
 - Install a new 2-ply SBS modified bitumen membrane system.
 - Base sheet application (hot-mopped, foam adhesive, or mechanically fastened).
 - Torch-welded cap sheet for weather resistance.
4. **Insulation & Vapor Barrier (Optional Quote if Needed):**
 - Provide a cost breakdown for replacing insulation if required.
 - Recommended R-value for energy efficiency.
5. **Flashings & Penetrations:**
 - Install new 26-gauge pre-painted perimeter flashing.
 - Replace all roof protrusion flashings (roof drains, jacks, gum boxes, plumbing vents, etc.).
6. **Final Cleanup:**
 - Broom-clean the site and remove all work-related materials.
7. **Warranty Details**
 - Manufacturer's material warranty (minimum 15 years)
 - Workmanship Warranty
 - Optional labor & material warranty (if available, provide cost breakdown)

3 Schedule

The Town of Fort Macleod will require an estimated schedule of procurement, execution and demobilization. The successful party will submit a schedule to:

- Procure and deliver any materials to site
- Coordination with Town Facilities personnel for:
 - Site access
 - Public notices
 - Coordination with Air Conditioning crews, or other working contractors
 - Work with weather considerations (temporary covers, protections)
- Execution of replacement
- Demobilization, removal of all materials

4 Details

Location: 264 - 24th Street, Fort Macleod AB

Roof Area: 4,898 sq. ft.

Removal of Tar and Gravel Roofing System: disposal off site

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Assess Condition of Insulation and decking: provide conditions report and repair solution as needed

New Material: 2 Ply SBS modified bitumen Membrane (or other with justification)

5 Submission Requirements

Please forward your price quotations to the Town of Fort Macleod

CLOSE DATE : Friday, March 07, 2025, at 4 pm

Electronically

Email Address: operations@fortmacleod.com

Subject Line: Include the RFQ Identification Number and Title

Attention: Brennan Orr, Director of Operations

Hand delivered

Address : 410-20th St. Fort Macleod, AB T0L 0Z0

Standard Mail

Attention: Brennan Orr

Town of Fort Macleod

Box 1420

Fort Macleod, AB T0L 0Z0

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