



2121 Argentia Road, 4th Floor
Mississauga, ON L5N 2X4

Monday, September 30, 2024

Aseal Roofing & Sheet Metal Ltd.
244 Brockport Drive, Unit 9
Etobicoke, ON M9W 6X9

Project Title: Guelph Board Office Roof Rehabilitation
Re: Project Address: 500 Victoria Road North, Guelph, ON N1E 6K2
Rimkus Matter No.: 100247231
Subject: Request for Project Closeout Documents

Dear Nelson Pires,

This letter is to inform you that the above-noted project is substantially complete. Please find enclosed a copy of the Certificate of Substantial Performance, Form 9, for the project.

It is your responsibility to place an advertisement in the Daily Commercial News stating the completion of the Work to inform all interested subcontractors and suppliers. Once Rimkus is in receipt of an official certificate, we will authorize the release of statutory holdback funds after the passing of the Lien period, 60 days from the date indicated on the Certificate.

Kindly issue the Project Closeout documents:

1. Notice of Publication.
2. Contractor's 2 Year Workmanship Warranty.
3. Manufacturer's 10 Year Roofing Warranty.
4. Maintenance manuals for installed products and systems.

Note that all warranties must identify the roof locations worked on and specify the amount of area completed for this project.

Once processed, please forward project closeout documentation in pdf format to our office for review. Final payment to be released after all the closeout documents have been received and deemed in good order.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Marco Merolle'.

Marco Merolle, Roofing Practice Leader

FORM 9
CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE
CONTRACT UNDER SECTION 32 OF THE ACT

Construction Act

City of Guelph

(County/District/Regional Municipality/Town/City in which premises are situated)

500 Victoria Road North, Guelph, ON N1E 6K2

(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

Replacement of Roof Area 2.1A

(short description of the improvement)

to the above premises was substantially performed on **August 23, 2024**

(date substantially performed)

Date certificate signed: **September 30, 2024**



(payment certifier where there is one)

(owner and contractor, where there is no payment certifier)

Name of owner: **Upper Grand District School Board**

Address for service: **500 Victoria Road North, Guelph, ON N1E 6K2**

Name of contractor: **Aseal Roofing & Sheet Metal Ltd.**

Address for service: **244 Brockport Drive, Unit 9, Etobicoke, ON M9W 6X9**

Name of payment certifier (where applicable): **Rimkus Consulting Group Canada, Inc.**

Address: **2121 Argentia Road, 4th Floor, Mississauga, ON L5N 2X4**

(Use A or B, whichever is appropriate)

☒ A. Identification of premises for preservation of liens:

Guelph Board Office, 500 Victoria Road North, Guelph, ON N1E 6K2

(if a lien attaches to the premises, a legal description of the premises, including all property identifier numbers and addresses for the premises)

☐ B. Office to which claim for lien must be given to preserve lien:

(if the lien does not attach to the premises, the name and address of the person or body to whom the claim for lien must be given)