



GUIDE · QUOTE CHECKLIST

PLANNING YOUR STEEL BUILDING

What to have ready for a quote. Every Portex building is custom engineered conventional steel, so a quote starts with what you need the building to do. This checklist covers the details our estimating team will ask about.

Rough details are fine. You do not need every answer before you get in touch: tell us what you know, and we will start where every Portex project starts, with a consult and early budgeting and planning support.

SITE · USE · SIZE · DOORS · INSULATION · TIMELINE · PERMITS

CALL
519-518-0246

VISIT
1 Industrial Road, Strathroy, ON N7G 4J5

1 THE SITE

Where the building goes, and anything about the land we should know.

- ☐ Project location
Town or township is enough, for example Strathroy, ON.
- ☐ Where on the property the building will sit
- ☐ Access for delivery
Steel and materials are delivered to your site, ready to build.
- ☐ A site plan or sketch, if you have one

2 THE USE

A Portex building is engineered around what happens inside it.

- ☐ Building type
Manufacturing, distribution, agriculture, aviation, or something else.
- ☐ What happens inside: the process, storage, equipment, vehicles or aircraft
- ☐ Cranes, mezzanines or heavy loads you need designed in
- ☐ Plans to expand later
A conventional frame is easier to modify or extend.

3 THE SIZE

Heights and layouts are set to suit you, not to standard sizes.

- ☐ Width, length and height
For example 60' x 100' x 20'. Rough numbers are fine.
- ☐ The clear height you need inside
- ☐ Where interior columns can and cannot go
- ☐ A preferred roof pitch, if you have one

4 DOORS AND OPENINGS

Door openings and heights are custom engineered around how you work.

- ☐ Large doors: how many, roughly how big, and on which walls
Sized for what moves through them: equipment, trucks or aircraft.
- ☐ Loading docks, for warehouses
- ☐ Walk-in doors
- ☐ Other openings or architectural features you have in mind

5 INSULATION AND COMFORT

Tell us how the building will be used through the year, so we can talk it through at the consult.

- ☐ Will the building be heated, insulated or left cold?
- ☐ Is any part of it an office, a shop or another occupied space?

6 TIMELINE AND BUDGET

- ☐ When you hope to build
- ☐ Any date the building must be ready by
- ☐ A budget range, if you have one
Early budgeting support is part of the consult.

7 PERMITS AND DRAWINGS

Where you are with approvals helps us plan the next steps with you.

- ☐ Have you spoken to your municipality about a building permit?
- ☐ Any drawings, site plans or reports you already have

YOUR PROJECT AT A GLANCE

Fill this in, then have it in front of you when you call 519-518-0246, or use it for the Request a Quote form on our website.

NAME AND COMPANY

PHONE AND EMAIL

PROJECT LOCATION

Town or township

BUILDING TYPE

Manufacturing, distribution, agriculture,
aviation, other

APPROXIMATE SIZE

Width x length x height

WHAT IT IS FOR

Process, storage, equipment, cranes,
mezzanines

DOORS AND OPENINGS

Number, rough size, which walls

HEATED OR INSULATED?

WHEN YOU HOPE TO BUILD

PERMITS AND DRAWINGS

What you have so far

Send it to us. We take it from there.

Call **519-518-0246**, or use the Request a Quote form on our website. Our estimating team will follow up to fill in the rest.

What happens next

- **Consult:** we talk through what the building is for, and help with budgeting and planning early.
- **Design and engineering** around your project requirements.
- **Detailing, fabrication and delivery** from our shop in Strathroy, Ontario.
- **Erection and support** as the frame, roof and siding go up.