

555 Oak Street East  
North Bay, Ontario  
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**May 5, 2025**

**Addendum No. 01**

**File Reference Number: RFP 2025 018**

**Title: North Bay Paint Shop Roof Upgrade**

**RE: Clarifications/Questions**

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Please refer to the following information/clarification:

**Item 1:** Please note that the site visit scheduled for Thursday, May 8, 2025 at 2:00pm has been rescheduled to Friday, May 9, 2025 at 2:00 p.m. The revised Proposal Form 6 - Respondent's Site Visit Registration Form and Liability Form are attached at Appendix "A"

Respondents who have not registered shall complete the revised forms and submit them as directed.

This Addendum hereby forms part of the RFP.

Regards,

Nicole Laplante  
Procurement Contracts Specialist  
[nicole.laplante@ontarionorthland.ca](mailto:nicole.laplante@ontarionorthland.ca)

## Appendix “A”

**PART 4 - FORM OF PROPOSAL  
PROPOSAL FORM 6  
RESPONDENTS' SITE VISIT REGISTRATION FORM**

**Reference Number:** RFP 2025 018

**Title:** North Bay Paint Shop Roof Upgrade

**Submitted To:** ONTARIO NORTHLAND TRANSPORTATION COMMISSION

Please confirm that you plan to attend the Mandatory Respondents' Meeting by emailing a completed copy of the attached Registration Form together with the attached Release of Liability Form to [nicole.laplante@ontarionorthland.ca](mailto:nicole.laplante@ontarionorthland.ca), prior to Thursday, May 8, 2025 at 4:00 p.m. EDT.

**Failure to submit these forms by the time required may result in Ontario Northland not being able to accommodate your attendance. PROPOSALS SUBMITTED BY RESPONDENTS THAT FAILED TO ATTEND THE RESPONDENTS' MANDATORY MEETING WILL BE DECLARED NON-COMPLIANT AND WILL BE REJECTED.**

**Date of Meeting:** Friday, May 9, 2025

**Time of Meeting:** 2:00 p.m.

**Location:** 916 McIntyre Street East (Security Trailer)

**COMPANY NAME:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**NUMBER OF PERSONS ATTENDING:** \_\_\_\_\_

PLEASE BRING THE FOLLOWING PERSONAL PROTECTIVE EQUIPMENT:

SAFETY BOOTS, REFLECTIVE VEST, HARD HAT, AND SAFETY GLASSES WITH SIDE SHIELDS.

ACCOMMODATION: ONTARIO NORTHLAND IS AN EQUAL OPPORTUNITY ORGANIZATION. ACCOMMODATION IS AVAILABLE FOR RESPONDENT'S WITH DISABILITIES THROUGHOUT THE PROCUREMENT PROCESS. IF ACCOMMODATION IS REQUIRED, PLEASE CONTACT [nicole.laplante@ontarionorthland.ca](mailto:nicole.laplante@ontarionorthland.ca).

NOTE: THE ATTACHED RELEASE OF LIABILITY WILL BE REQUIRED TO BE EXECUTED BY ANY PERSONS ATTENDING THE SITE MEETING PRIOR TO ATTENDANCE.

**RELEASE OF LIABILITY  
IN RESPECT OF ENTERING AND WORKING UPON  
ONTARIO NORTHLAND TRANSPORTATION COMMISSION PROPERTY**

The undersigned applicant requests permission of Ontario Northland Transportation Commission (hereinafter referred to as "ONTC") to enter on ONTC property to attend a site meeting commencing at 2:00 p.m. on Friday, May 9, 2025 in North Bay, Ontario, associated with RFP 2025 018.

In consideration of ONTC permitting the Applicant and his/her/its employees, servants and agents to enter ONTC property for the purpose of the site meeting, the Applicant agrees it shall:

1. follow all instructions and directions from ONTC representatives while on ONTC property;
2. be liable for any and all damages to persons or property which may arise out of or be connected with the Applicant's entry on ONTC property and the Applicant agrees to indemnify ONTC against any and all actions, suits, claims, damages, costs, liability and expenses which may arise by reason of the Applicant's operations while on ONTC property.
3. fully indemnify and save harmless ONTC, its officers, directors, employees, consultants, subconsultants, contractors, and agents (collectively "ONTC Indemnitees") from any kind of liability, suit, claim, demand, fine, action, loss, damage, legal cost and disbursement, or for which ONTC or ONTC Indemnities may become liable or suffer in connection with the Applicant's entry on ONTC property. For the purposes of this indemnity, ONTC is acting as the trustee of the ONTC Indemnitees. This indemnity section will survive the expiry of this permission;
4. enter on ONTC property at the sole cost, risk and expense of the Applicant; and,
5. release and discharge ONTC, its employees, servants and agents of and from any and all claims and demands of whatever nature and howsoever caused by reason of any loss, damage or injury to person or property which the Applicant or its employees, servants and agents may sustain or suffer while on ONTC property.

DATED AT \_\_\_\_\_ THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

Applicant \_\_\_\_\_

Witness \_\_\_\_\_