

**August 20, 2025**

**Addendum No. 01**

**File Reference Number: RFP 2025 054**

**Title: Renovate, Remodel and Relocate Lunchroom & Office for Cochrane Coach Shop**

**RE: Clarifications/Questions**

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Please refer to the following information/clarification:

**Item 1:** ONTC advises that due to technical issues experienced at the Mandatory Virtual Site Visit that was held on Wednesday, August 20<sup>th</sup>, 2025 at 10:00 a.m., ONTC has elected to hold a second Mandatory Virtual Site Visit to allow those affected by the technical issues an opportunity to attend and subsequently submit a proposal in connection with this RFP.

The second Mandatory Virtual Site Visit will take place on Thursday, August 21<sup>st</sup>, 2025 at 1:30 p.m.

For proponents that would like to attend the second Mandatory Virtual Site Visit, please see [Proposal Form 6 - Respondents' Site Visit Registration Form](#) attached to this Addendum. A Teams link will be provided to those who register prior to 12:00 p.m. on Thursday, August 21<sup>st</sup>, 2025.

**Those who attended the Mandatory Virtual Site Visit on August 20th, are not required to attend for a second time.**

ONTC prides itself on fairness and transparency and therefore, we feel it is important that all proponents are provided with equal opportunities. We appreciate your understanding in this respect.

This Addendum hereby forms part of the RFP.

Regards,

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

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

**Reference Number:** RFP 2025 054

**Title:** Renovate, Remodel and Relocate Lunchroom & Office for Cochrane Coach Shop

**Submitted To:** ONTARIO NORTHLAND TRANSPORTATION COMMISSION

Please confirm that you plan to attend the Mandatory Respondents' Meeting by emailing a completed copy of this **Registration Form** to [nicole.laplante@ontarionorthland.ca](mailto:nicole.laplante@ontarionorthland.ca), prior to Thursday, August 21, 2025 at 12:00 p.m.

**Failure to submit this form by the time required may result in ONTC 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:** Thursday, August 21, 2025

**Time of Meeting:** 1:30 p.m.

**Location:** Teams Conference Call

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

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

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

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

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

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

**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).