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November 24, 2025

Addendum No. 01

File Reference Number: RFQ 2025 111

Title: Janitorial, Summer and Winter Maintenance Services - Hearst Bunkhouse

RE: Clarifications/Questions

QUESTIONS/CLARIFICATIONS:

Item 1: Please be advised that the Respondents' Mandatory Site Visit scheduled to take place on Wednesday, November 26th, 2025 at 1:00 p.m. at 1012 Prince Street, Hearst, ON., has now been rescheduled to **Monday, December 1st, 2025 at 11:00 a.m.** at the same location.

Please see revised Site Visit Registration and Release of Liability Form for completion.

Kindly note that vendors who have submitted the previous version of the forms, are not required to re-submit the revised forms.

The RFQ Documents have been revised and sections affected are noted below. The revised RFQ sections supersede all previous RFQ Document versions for the said documents.

Appendix E - Mandatory Site Visit

Delete Document:	Replace with Revised Document:
A. Site Visit Registration Form	A. Site Visit Registration Form (Addendum No. 01)
B. Release of Liability Form	B. Release of Liability Form (Addendum No. 01)

This Addendum hereby forms part of the RFQ.

Regards,

Nicole Laplante
Procurement Contracts Specialist
nicole.laplante@ontarionorthland.ca

APPENDIX E - MANDATORY SITE VISIT

A. Site Visit Registration Form

Reference Number: RFQ 2025 111

Title: Janitorial, Summer and Winter Maintenance Services - Hearst Bunkhouse

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** and **Release of Liability** to nicole.laplante@ontarionorthland.ca, prior to Friday, November 28, 2025 at 4:00 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: Monday, December 1, 2025

Time of Meeting: 11:00 a.m.

Location: 1012 Prince Street, Hearst, ON

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.

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 mandatory site meeting commencing at 11:00 a.m. on Monday, December 1, 2025, in Hearst, Ontario, associated with RFQ 2025 111.

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, sub consultants, 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 _____