

August 16, 2024**Addendum No. 02****File Reference Number: RFP 2024 043****Title: Installation of New Paint Booth****RE: Clarifications/Questions**

Please refer to the following information/clarification:

Item 1: Part 4 – Request for Proposals – Form of Proposal – Proposal Form 6 – Respondents' Meeting Registration Form**Answer:** Please note that the mandatory respondents' meeting is scheduled for Thursday, August 22, 2024 at 10:00 a.m. (not 10:30 a.m.) Registered respondents are required to arrive at 916 McIntyre Street East, North Bay, ON, at the correct time of 10:00 a.m. sharp.

For any proponent, who has already submitted their Proposal Form 6 – Respondents' Meeting Registration Form, they are not required to submit again.

For any proponent who has not already registered, please find the updated Proposal Form 6 – Respondents' Meeting Registration Form attached to this Addendum No. 01.

This Addendum hereby forms part of the RFP.

Regards,

Brinda Ranpura
Procurement Contracts Specialist
brinda.ranpura@ontarionorthland.ca

**PART 4 – FORM OF PROPOSAL
PROPOSAL FORM 6
RESPONDENTS’ MEETING REGISTRATION FORM**

Reference Number: RFP 2024 043

Title: Installation of New Paint Booth

Submitted To: ONTARIO NORTHLAND TRANSPORTATION COMMISSION

Please confirm that you plan to attend the Respondents’ Meeting by emailing a completed copy of this **Registration Form**, together with the **Release of Liability** to Brinda.ranpura@ontarionorthland.ca, prior to Wednesday, August 21, 2024, at 4:00 p.m.

Failure to submit both forms by the time required may result in ONTC not being able to accommodate your attendance at the site. PROPOSALS SUBMITTED BY RESPONDENTS THAT FAILED TO ATTEND THE RESPONDENTS’ MEETING WILL BE DECLARED NON-COMPLIANT AND WILL BE REJECTED.

Date of Meeting: Thursday, August 22, 2024

Time of Meeting: 10:00 a.m.

Location: 916 McIntyre Street East, North Bay, 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 brinda.ranpura@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 10:00 a.m. on Thursday, August 22, 2024 in North Bay, Ontario, associated with RFP 2024 043.

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 _____, 2024.

Applicant _____

Witness _____