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November 18, 2025

Addendum No. 01

File Reference Number: RFP 2025 102

**Title: Supply and Delivery of Diesel Exhaust Fluid (DEF) and Design, Supply and
Installation/Fabrication of DEF Shelter and Accessories**

RE: Clarifications/Questions

CLARIFICATIONS:

Item 1: The Site Visit Registration and Release of Liability Forms are not included in the RFP Package. Would ONTC kindly provide?

Answer: ONTC advises that it erroneously omitted the Site Visit Registration and Release of Liability Forms. Please see attached Appendix H - Mandatory Site Visit Forms for your completion. ONTC has also revised the RFP Timetable Section below:

1.6 RFP Timetable

1.6.1 Key Dates

Issue Date of RFP	Tuesday, November 11, 2025
Deadline for Questions	Friday, December 5, <u>2025</u> at 2:00:00 PM EDT
Mandatory Site Visit	Thursday, November 20, <u>2025</u> at 2:00:00 PM EDT
Deadline for Issuing Addenda	Tuesday, December 9, <u>2025</u> at 2:00:00 PM EDT
Submission Deadline	Thursday, December 11, <u>2025</u> at 2:00:00 PM EDT
Anticipated Execution of Agreement	Thursday, January 15, 2026
Irrevocability Period	90 calendar days

The RFP timetable is tentative only and may be changed by ONTC at any time.

1.6.2 Site Visit / Pre-Bid Meeting (if applicable)

A Mandatory Site Visit will be held at the Cochrane Railway Yard located at 326 Second Street, on Thursday, November 20, 2025 at 2:00 p.m. Proponents are required to complete the Site Visit Registration Form and Release of Liability Form located at Appendix H, and return to Nicole Laplante no later than 4:00:00 p.m. on Wednesday, November 19, 2025.

This Addendum hereby forms part of the RFP.

Regards,

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

APPENDIX H - MANDATORY SITE VISIT

A. SITE VISIT REGISTRATION FORM

Reference Number: RFP 2025 102

Title: Supply and Delivery of Diesel Exhaust Fluid (DEF), Supply, Delivery and Installation/
Fabrication of DEF Shelter and Accessories

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, together with the Release of Liability, to nicole.laplane@ontarionorthland.ca, prior to Wednesday, November 19, 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: Thursday, November 20, 2025

Time of Meeting: 2:00 p.m.

Location: 326 Second Street, Cochrane, 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: ONTC IS AN EQUAL OPPORTUNITY ORGANIZATION. ACCOMMODATION IS AVAILABLE FOR RESPONDENT'S WITH DISABILITIES THROUGHOUT THE PROCUREMENT PROCESS. IF ACCOMMODATION IS REQUIRED, PLEASE CONTACT ashley.commanda@ontarionorthland.ca.

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

B. RELEASE OF LIABILITY FORM

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 2:00 p.m. on Thursday, November 20, 2025, in Cochrane, Ontario, associated with RFP 2025 102.

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 _____