



October 24, 2016

**THE REGIONAL MUNICIPALITY OF
YORK ADDENDUM #2
REQUEST FOR TENDER NO. T-16-11**

FOR: Construction of Paramedic Response Station #19
LOCATION: 415 Harry Walker Parkway South, in the Town of Newmarket, Ontario
CLOSING DATE: November 15, 2016 at 1:00 P.M. (LOCAL TIME)

Bidders are requested to incorporate the changes/clarifications noted below to the above noted tender documents in your possession and be governed accordingly.

The purpose of this addendum is to emphasize the **digital** bonding requirements for this tender. Failure to meet the Region's bonding requirements shall result in the rejection of your Bid.

DIGITAL BONDING REQUIREMENTS

The Bid Bond and Undertaking to Bond must be in an acceptable **digital** format and shall be from a recognized guarantee or surety company acceptable to the Region, and authorized by law to do business in the Province of Ontario.

For a bond to be an acceptable digital bond it must meet all of the following requirements*:

- 1. Include a method of authentication that confirms 'Integrity of Content'** – The bond shall include assurances that the document received is the true document executed and the content has not been changed or altered. All instructions for accessing authentication shall be included with the uploaded bonds.
- 2. Be Verifiable/Enforceable** – The bond shall include assurances that the document was duly executed by the parties identified and that it is enforceable in law. **This requires the use of a third party digital service provider.**
- 3. Be Digitally Executed** - The bond must contain digital signatures and digital seals. **A scanned copy of a paper bond is not an acceptable digital bond.**

*The Region reserves the right to contact the Bidder's third party digital service provider directly in order to authenticate the digital bond.

The Bidder and it's Surety Company should refer to the e-bonding information on the Surety Association of Canada's website which includes:

1. A Checklist of Industry Requirements for e-Bonding Solutions which sets out the requirements for digital bonds

2. A list of third parties that provide on-line surety digital bond services such as Mobile Bonds or Xenex Enterprises.

The Region does not endorse or promote any third party digital service provider.

If you receive your digital Bid Bond and Undertaking to Bond in one .pdf document you should upload the complete document in both the Bid Bond field and the Undertaking to Bond field on the Bonding tab. **DO NOT split the document into two separate documents.**

This addendum shall form part of the Contract Documents.

Yours truly,

Jamie Oakley

Jamie Oakley

Senior Purchasing Analyst

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