MUNICIPALITY OF FIVE RIVERS

Request for Proposal (RFP)

Traffic Study – Route 116 and 134 Intersection

RFP-5R-2026-01
Date: March 16, 2026
Service New Brunswick ID: MU00264 MU

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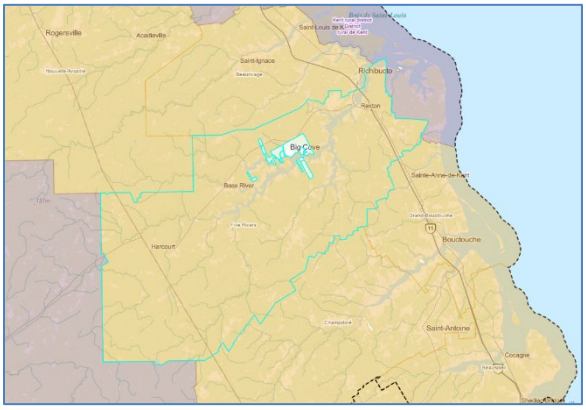
OVERVIEW

The Municipality of Five Rivers (the "Municipality") is soliciting proposals from Consulting Engineering firms (the "Respondent") to conduct a traffic study of the Route 116 and Route 134 intersection (the "intersection") in the former village of Rexton, New Brunswick. In conducting this study, the Municipality seeks to understand its options to reduce congestion, improve traffic flow, and increase public safety by changing this intersection. More specifically, we seek a proposal that provides information and recommendations to support a decision to (a) install a traffic light at the intersection, (b) install a three-way stop, (c) *not* install a traffic light or a three-way stop (to leave "as is"), or (d) implement other options such as parking and speed limit changes.

ABOUT FIVE RIVERS

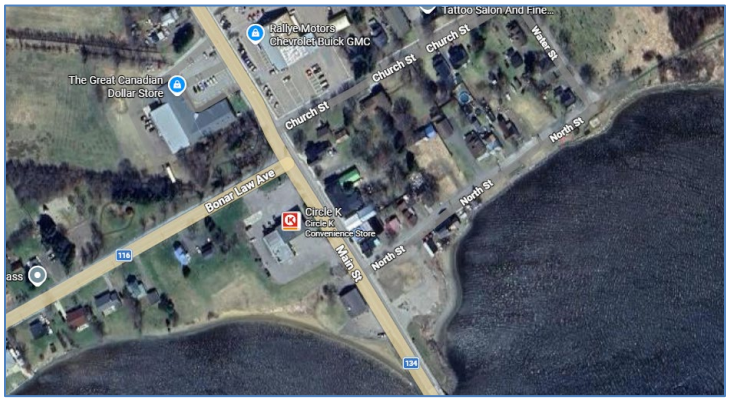


The Municipality (shown on right) was founded on Jan 1, 2023, as a result of Local Governance Reform in New Brunswick. It contains the former village of Rexton, as well as all of the former Local Service District (LSD) of Richibucto Parish, as well as parts of the former LSDs of Harcourt and Weldford. The five rivers in Five Rivers are the Richibucto River, Bass River, Molus River, Coal Branch River, and St. Nicholas River.

Five Rivers is located in Kent County and has a population of approximately 3500. Five Rivers surrounds the independent First Nation of Elsipogtog, which itself has a population of about 3000. Five Rivers borders Beaurivage to the north, a municipality with more than 4000 residents, and is about 20 kilometers south of Kouchibouguac National Park. Combined, the area's population exceeds 10,000, a figure that swells in cottage season as the area welcomes seasonal residents, as well as tourists.

ROUTE 116 AND ROUTE 134 INTERSECTION

The intersection at route 116 (Bonar Law Avenue) and route 134 (Main Street) is located just north of the Rexton bridge. Currently, it features one stop sign at the end of route 116 and no stop signs or traffic lights on the route 134.



Route 116 is a designated highway that carries traffic headed to and from Elsipogtog into Rexton. Route 134 is also a designated highway that carries traffic headed to and from the former village of Richibucto into Rexton. Route 134 also provides access to the Route 11 highway that connects multiple municipalities between Miramichi City and Shediac in eastern New Brunswick.

The intersection sees significant car and truck traffic on weekdays, including large transport trucks. At peak periods, traffic often backs up on Route 116, forcing commuting delays and potentially dangerous turns onto route 134.

PROPOSAL ENQUIRIES

All enquiries should be written and directed to:

Rob Webber
CAO, Five Rivers
Email: admin@5-rivers.ca
Phone: (506) 523-6921

PROPOSAL REQUIREMENTS.

The proposal shall clearly address the following items.

Section	Title	Description
1	Title Page	Reference RFP number and title, the Respondent's company name, mailing address, and tax ID (if applicable), the name and number of the primary contact person, and the date of the proposal.
2	Transmittal Letter	A signed letter briefly stating the Respondent's understanding of services required, the benefits they bring to the project, their commitment to perform the services as requested, and confirmed receipt of all addenda, if applicable.
3	Table of contents	
4	Executive Summary	
5	Scope of Work	A summary that demonstrates the Respondent's understanding of the objectives and deliverables required. Include assumptions and explanations for services not identified by the Municipality.
6	Methodology & Work Plan	Clearly describe your methodology and provide a corresponding set of tasks to be completed. Explain the sources of data you will reference or collect to execute the work plan.
7	Schedule	Provide a basic schedule for the project as well as its key tasks.
8	Qualifications	Describe the expertise and experience your firm has to conduct the traffic study. Describe the staff you will assign to complete the Work Plan.
9	References	Provide a minimum of 2 and a maximum of 3 reference projects that demonstrate your suitability to provide this service. Each reference should contain the title, phone number, and email of a contact person.

Section	Title	Description
10	Cost	Provide the expected cost (class C with 15% to 20% contingency) to complete the project. Cost should specify total estimated Respondent hours and any related costs for goods and materials and general expenses.

SCOPE OF WORK

Your Work Plan will provide the following:

1. An intersection traffic dataset that has been compiled over a statistically significant time period and based on industry standard methods. The dataset should represent the traffic at the intersection in terms of volume, speed, density, headway, and peak-hour volume and may reference publicly available data.

2. A traffic flow model and/or analysis that predicts the impact on traffic flow of (a) installing a traffic light, (b) installing three-way stop signs, or (c) taking other measures as proposed by the Respondent.

3. Comparative standards and metrics from other municipalities to guide decision-making.

SCHEDULE

The schedule for this RFP is as follows.

MILESTONE	DATE
RFP **posted** to NBON, window is open to responses (9 am)	Monday, Mar 13, 2026
RFP **closes** on NBON, window is closed to responses (4 pm) (the “Closing Date and Time”)	Thursday, Apr 2, 2026
RFP responses are **opened** by Municipality (between 9 am and 4 pm)	Monday, Apr 6, 2026
Contract is or is not awarded by Municipality	Friday, Apr 15, 2026

EVALUATION AND SELECTION CRITERIA

All proposals will be scored by an evaluation committee comprised of municipal staff and Council members. The criteria outlined below will be utilized to evaluate all proposals.

Element	Weight
Methodology & Work Plan	25
Qualifications & References	25
Cost	50

GENERAL INSTRUCTIONS

1. The Respondent shall provide three (3) printed copies and one (1) soft/digital copy of the proposal to the Municipality.

2. Printed copies shall be submitted as follows:

    a. All three shall be placed in one sealed envelope.

    b. The outside of the sealed envelope shall:

        i. be marked "Attention: Clerk,"

        ii. show the RFP ID (RFP-5R-2026-01),

        iii. show the RFP Title: Traffic Study for the Route 116 and 134 Intersection, and

        iv. show the name and address of the Respondent's company.

    c. The sealed envelope shall be mailed to: Municipality of Five Rivers, 82 Main Street, Rexton, NB E4W 5N4.

3. The digital copy of your proposal shall be enclosed in a single zip/compressed file and emailed to admin@5-rivers.ca. The subject line of the email shall contain the RFP ID.

4. The envelope containing your printed proposal shall be dated and time-stamped upon receipt by the Clerk.

5. At your discretion, you may add one or more attachments that support your proposal.

6. The Respondent is solely responsible to ensure that the proposal is complete and received before the Closing Date and Time.

7. The Respondent may retract or change its proposal at any time prior to the submission deadline. To retract or change your proposal, you must submit your change request through email (admin@5-rivers.ca) or in person at the office. Change requests made over the phone will not be acknowledged and actioned. The Municipality will confirm

that it has received and processed your change request via email. If you have not received confirmation from the Municipality that your change request has been processed, the Municipality will reference your original submission in its evaluation.

8. All figures must be stated in Canadian Funds and exclude all sales taxes.

9. The Clerk will contact all Respondents to convey the results of the evaluation.

10. The Respondent selected as the winner shall be contacted and informed if further negotiation is required.

TERMS AND CONDITIONS

The terms and conditions of this RFP are as follows:

1. The Municipality shall consider all proposals received confidential. The Clerk shall store all proposals (hard and soft copies) in a secure location and shall not open them until the official proposal opening date and time.

2. The Municipality is under **no** obligation to award the contract in whole or in part. If the submitted proposals are deemed to not benefit the Municipality for any reason, the Municipality may, at its sole discretion, reject all proposals, or negotiate further with bid participants.

3. The Municipality reserves the right to change the deadline and/or to cancel or re-issue this RFP at any time before or after closing without providing reasons for such changes.

4. Additional terms and conditions to those listed herein may be incorporated into the contract negotiated with the successful bidder.

5. The Municipality reserves the right to consider suitable proposals received after the submission deadline until a candidate is selected. The Municipality shall not have any legal obligation whatsoever to your company or your organization or any other bidder, unless and until a formal contract has been fully executed and delivered.

6. The Municipality reserves the right to negotiate pricing, value added and other savings opportunities with the successful Respondent at time of award and throughout the contract.

7. The Municipality reserves the right to accept a proposal that is not the lowest cost.

8. A proposal will not be considered if it is deemed to be incomplete in any fashion or unsigned by the appropriate authority.

9. Any proposal received after the date specified will not be considered and will be returned unopened.

10. Any contract entered into as a result of this RFP shall be subject to the laws of the Province of New Brunswick.

11. It is the responsibility of the Respondent to thoroughly examine these documents and satisfy itself as to the full requirements of this RFP.

12. While the Municipality has used considerable effort to ensure an accurate representation of information in this RFP, the information contained herein is supplied solely as a guideline for Respondents. The information is not guaranteed

to be accurate, nor is it necessarily comprehensive or exhaustive. The Township will assume no responsibility for any oral information or suggestion(s).

13. Respondents are solely responsible for their own expenses in preparing a response and for subsequent negotiations, if any. If the Municipality elects to reject all responses, it will not be liable to any Respondent for any claims, whether for costs or damages incurred by the Respondent in preparing the response, loss of any anticipated profit in connection with any final contract, or any other matter whatsoever.

14. Except as expressly and specifically permitted in these General Instructions to Respondents, no Respondent shall have any claim for any compensation of any kind whatsoever, as a result of participating in the RFP, and by submitting a proposal each Respondent shall be deemed to have agreed that it has no claim.

15. The Respondent warrants that the Respondent is not employed by the Municipality, nor is an immediate relative of such an employee, if the goods or services to be supplied under this RFP are intended to be supplied to the department in which such employee works.

16. If the Respondent is a company, the Respondent warrants that none of its officers, directors, or employees with authority to bind the company is an immediate relative of employees of the Municipality, if the goods or services to be supplied under this proposal are intended to be supplied to the department in which such employee works.

17. In this section “Immediate Relative” means a spouse, parent, child, brother, sister, brother-in-law, or sister-in-law or a municipal employee.

18. If any director, officer, employee, agent, or other representative of a Respondent makes any representation or solicitation to any mayor, councillor, officer, or employee of the Municipality with respect to their proposal, whether before or after the submission of the proposal, the Municipality shall be entitled to reject or not accept the proposal.

19. The key personnel named in the Respondent’s proposal shall remain in these key positions throughout the project. In the event that key personnel leave the firm, or for any unknown reason are unable to continue fulfilling their role, the Respondent must propose a suitable replacement and obtain written consent from the Municipality. Acceptance of the proposed replacement is at the sole discretion of the Municipality.

20. Any and all addendums to this RFP opportunity shall be forwarded to all prospective Respondents. It is the sole responsibility of participants to ensure they have provided accurate contact information to receive all addendums prior to RFP closing.

21. Respondents to this RFP agree to its terms and conditions as issued by the Municipality. Submissions shall not contain any alterations to the posted document other than entering data in the spaces provided or including attachments, as necessary. Participants who alter the document as issued may be disqualified from this competition.

22. The Respondent shall indemnify and save harmless the Municipality and its officials, officers, employees and agents from any claim, lawsuit, liability, debt, demand, loss, or judgment (including costs, defense expense and interest) whatsoever and howsoever arising either directly or indirectly as a result of the granting of this contract or the use of the Municipality’s property or facilities.

23. The Respondent shall waive all rights or subrogation or recourse against the Municipality as a result of the granting of this contract or the use of the Municipality’s property or facilities.

24. The Respondent shall indemnify and pay the Municipality promptly, on demand for any loss or damage to the Municipality's property and facilities arising either directly or indirectly as a result of the use of the property or facilities under the terms of this contract.