



**TOWN OF QUISPAMSIS**  
**CEDAR RIDGE BOULEVARD WATERMAIN SERVICE CONNECTION**  
**RFI# 2026TQ09-13**

**1.0 Project Description:**

**NOTE – This proposal is an Expression of Interest Only**

The Town of Quispamsis is interested in obtaining quotes from Qualified Contractors for the supply and installation of 1-inch municipex water pipe, fittings and reinstatement of disturbed landscaping and/or driveways for residential services. These installations will be done at the request of individual residents along the Cedar Ridge Boulevard/ Clarwood Drive, Quispamsis, N.B. within the limits of the 2025 Cedar Ridge Blvd Watermain Expansion Project. The limits are from Ridge Manor to Hampton Road.

The Contractor shall enter into individual contracts with each property owner or group of property owners, at their sole discretion. The Town is assisting local residents with contacts, information and unit pricing provided by approved Contractors through this expression of interest. It will be the residents' responsibility to contact their chosen contractor and obtain quotations. There is no guarantee that any individual Contractors will be chosen for any individual location.

**2.0 Detailed Summary:**

The following is a summary of the work and materials required for individual resident installations. Work shall include excavating as well as installation of new municipex pipe from existing curbstops to the basements of existing homes. Municipex pipe shall extend to the basement of existing homes and will require an adapter from the 1" to ¾ inch. After connections are made backfill shall consist of pipe bedding followed by placement of native soils. Clear stone bedding material or sand bedding shall be placed around the pipe and 300mm above the pipe. Landscaping and /or driveway reinstatement will complete the project.

**NOTE - Residents are responsible for the following:**

- Final connections by a plumber
- Decommissioning of existing wells.

## **2.1 Materials**

The pipe and fittings shall be new material only and meet the requirements of AWWA C900-16 and AWWA C800-14 Underground Service Line Valve and Fittings.

The pipe material shall be 1 inch REHAU MUNICIPEX.

Adaptors as approved for use with ¾-inch Municipex Pipe.

Pipe Bedding and Surround Material shall be considered incidental to the supply and installation of piping.

Native material can be used to back fill above the bedding to the underside of the topsoil or asphalt granulars.

## **3.0 Locates**

Locates shall be the responsibility of the contractor. Refer to <http://www.info-ex.com/>  
Be advised that NB Power is not on this list and therefore they must be contacted by phoning 1(800) 663-6272. As well, the Town of Quispamsis is not listed and can be contacted for locates at (506)849-5778.

## **4.0 Inquiries:**

All questions related to this RFI are to be directed to Mark Morrison CET, Engineering Manager, or Martin Leblanc PTEch, PMP, Civil Engineering Technologist at [engineering@quispamsis.ca](mailto:engineering@quispamsis.ca).

## **5.0 Submission of Expressions of Interest:**

Expressions of Interest can be delivered to the Town of Quispamsis, Town Hall, 12 Landing Court, Quispamsis, New Brunswick E2E 4R2 and be addressed to Mr. Ian Waston, Chief Administrative Officer no later than **Monday, September 14<sup>th</sup>, 2026 at 12:00pm.**

The RFI shall be made in the form of a signed proposal package delivered in a sealed envelope, with the proponent's company name and address. Each proposal package shall include a fully completed and signed Cost Summary – Appendix A, Waiver Form – Appendix B, Signed Contractor Safety Standard Letter – Appendix C, Worksafe NB Letter of Good Standing, and an NBSCSA Letter of Good Standing.

All proposals submitted become the property of the Town of Quispamsis.  
Proposals shall remain valid for a period of sixty (60) days.

NOTE: Proposals will not be opened publicly. Contact information for Contractors whose proposals are acceptable will be provided to residents who will then contact the Contractor for site specific quotations.

**APPENDIX A  
COST SUMMARY**

**Cedar Ridge Blvd/ Clarwood Drive Watermain Service Connection  
RFI 2026TQ09-13**

| Description                                        | Quantity | Rate/Unit    | Amount |
|----------------------------------------------------|----------|--------------|--------|
| 1) 25mm Municipex Pipe                             | 800      | Lineal Metre |        |
| 2) 25mm to 19mm reducer                            | 38       | EA           |        |
| 3) Core Drill through Foundation Wall              | 38       | EA           |        |
| 4) Landscaping - Topsoil                           | 150      | Cubic Metre  |        |
| 5) Landscaping - Hydroseed                         | 1450     | Square Metre |        |
| 6) Landscaping - Sod                               | 1450     | Square Metre |        |
| 7) Driveway Reinstatement – 100 mm crushed gravel  | 40       | Tonnes       |        |
| 8) Driveway Reinstatement – 50 mm asphalt Type "D" | 25       | Tonne        |        |
| 9) Concrete Sidewalk (re-instate)                  | 30       | Square Metre |        |
|                                                    |          | Subtotal     |        |
|                                                    |          | Tax 15%      |        |
|                                                    |          | Total:       |        |

Prices to be valid for 60 days after quotation submittal date.

PROPOSERS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

NAME OF SIGNING OFFICER: \_\_\_\_\_

TITLE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

HST REGISTRATION NO.: \_\_\_\_\_

Person signing must be authorized to sign on behalf of the company/Individual represented, and to bind the Company/Individual to statements made in response to this Quotation.

**APPENDIX B**  
**WAIVER FORM**

**RFI 2026TQ09-13 – Cedar Ridge Boulevard Water Service Connection**

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WAIVER

The undersigned declares that the only persons interested in this Quote for the water service installations as principals are named herein as such; that this quote is made in good faith, without fraud, collusion, conflict of interest or connection with any other person quoting for the supply of these goods and/or services; that he/she has carefully examined the specifications for this quote and made all the necessary inquiries, that from his/her knowledge thus obtained, agrees that upon notice that this proposal will be accepted by the Town, he/she will supply the goods and/or services in accordance with the terms and conditions, specifications and drawings contained herein.

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NAME (Please Print or Type)

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AUTHORIZED SIGNATURE

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TITLE (Please Print or Type)

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DATE

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COMPANY NAME (Please Print or Type)

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**THE TOWN DOES NOT, BY VIRTUE OF ANY PROPOSAL CALL, TENDER, OR REQUEST FOR QUOTATION OR PROPOSAL, COMMIT TO AN AWARD, NOR DOES THE TOWN LIMIT ITSELF TO ACCEPTING THE LOWEST PRICE OF ANY SUBMITTED, BUT RESERVES THE RIGHT TO AWARD, OR NOT TO AWARD, IN ANY MANNER DEEMED TO BE IN THE TOWN'S BEST INTEREST.**

May 27, 2026

**To: All Contractors, Consultants, and Vendors doing business with Quispamsis**

Safety is a core value of the town of Quispamsis. Whether work is being done in our facilities, on our streets, or in any place where Town operations intersect with the public, we believe one thing should always be true: everyone goes home safely, every day. This applies to Town employees, your team, subcontractors, and members of the public affected by our work.

We are committed to building a consistent, professional safety culture across everything we do. That means we are strengthening our expectations of contractor safety. This is not “paperwork for paperwork’s sake”. It is about due diligence, clear accountability, and preventing injuries, incidents, and delays that impact people, schedules, and costs.

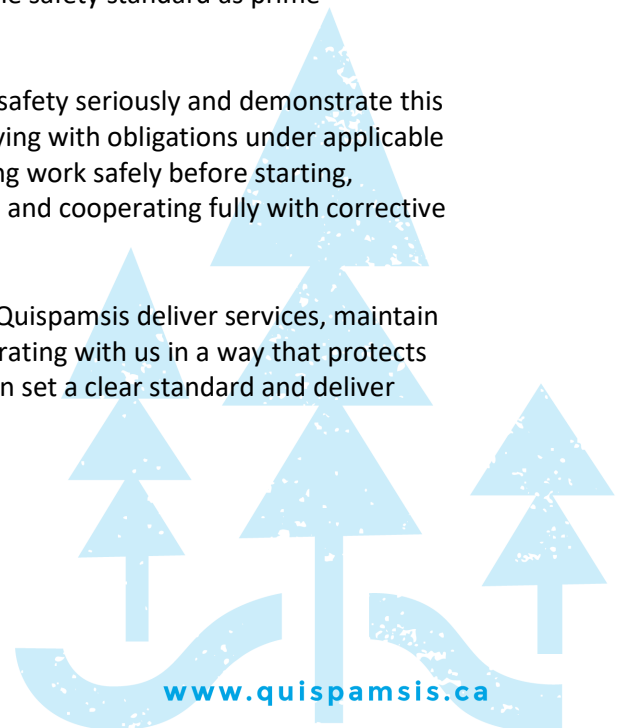
As part of this direction, Quispamsis is implementing a structured approach to identifying hazards, assessing risk, implementing controls, and continuously improving safety performance. It also reflects the standard we expect on projects conducted on behalf of Quispamsis.

What you can continue to expect from us:

- Clear and consistent safety expectations and requirements included in Town RFPs, RFQs and tenders
- Orientation and site rules that are straightforward and risk-appropriate
- A focus on pre-job planning, hazard assessments, and safe work procedures
- Regular safety monitoring and follow-up where needed
- A continued expectation that subcontractors meet the same safety standard as prime contractors

We expect that all contractors, consultants, and vendors will take safety seriously and demonstrate this commitment through actions, not just words. This includes complying with obligations under applicable health and safety legislation, using competent supervision, planning work safely before starting, controlling hazards, reporting incidents and near misses promptly, and cooperating fully with corrective actions when issues are identified.

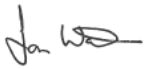
We value the partnerships we have with the businesses that help Quispamsis deliver services, maintain assets, and continue building for the future. Thank you for collaborating with us in a way that protects your people, our employees, and our community. Together, we can set a clear standard and deliver excellent work safely.



If you have questions about these expectations or would like to discuss how to align with them, please contact:

Michael W. Allen  
Safety and Emergency Management Manager  
Quispamsis  
[safety@quispamsis.ca](mailto:safety@quispamsis.ca)  
(506) 639-4531

Sincerely,



Ian Watson  
Chief Administrative Officer

CC: M. Allen, Safety and Emergency Management



## APPENDIX C

# Contractor Safety Standard

In the event of any conflict or inconsistency between this Standard and applicable legislation, including the New Brunswick *Occupational Health and Safety Act*, WorkSafeNB requirements, or any regulations or policies administered or enforced by WorkSafeNB, the applicable legislative or WorkSafeNB requirement shall prevail.

### 1) Compliance and Due Diligence

The Contractor shall comply with all applicable occupational health and safety legislation, regulations, and codes, including but not limited to the New Brunswick *Occupational Health and Safety Act*, and shall perform the work in a manner that meets recognized industry's best practices consistent with CSA safety management principles.

The Contractor acknowledges Quispamsis's duty to exercise due diligence and agrees to cooperate fully with the Town's safety expectations, inspections, and oversight activities.

### 2) Roles, Responsibilities, and Point of Contact

The Contractor shall:

- Appoint a competent on-site supervisor (or designate) responsible for day-to-day safety.
- Provide the name and contact information of the person accountable for safety performance on the project.
- Ensure workers are competent, trained, and supervised to perform assigned tasks safely.

Quispamsis will assign a Town Sponsor / Contract Administrator who will be the Town's point of contact for safety coordination, including site orientation, safety expectations, and compliance verification.

### 3) Proof of Coverage and Standing

Prior to award (or prior to mobilization, at the Town's discretion), the Contractor shall provide:

- Proof of WorkSafe NB registration/coverage (as applicable);
- A Clearance Letter / Letter of Good Standing from WorkSafe NB, where required or requested; and
- Proof of insurance as required elsewhere in the solicitation (e.g., CGL), and any applicable certifications required by the scope of work.

Failure to maintain required standing may result in suspension of work until corrected. [quispamsis.ca](http://quispamsis.ca)

#### **4) Contractor Safety Program and Project Safety Plan**

The Contractor shall maintain a safety program appropriate to the scope, risk level, and complexity of the work.

The Contractor shall submit (when requested) a Project Safety Plan that includes, but is not limited to:

- Hazard identification and risk assessment (task-based or site-based);
- Safe work procedures and controls for high-risk tasks (examples: traffic control, excavation, confined space, work at heights, hot work, electrical, Lockout/Tagout, lifting/rigging, heavy equipment);
- Required PPE, equipment safeguards, and inspection routines;
- Emergency response procedures (including first aid, incident response, evacuation, and site communications);
- Competency and training verification for workers performing regulated/high-risk work; and
- Subcontractor management approach (how safety expectations are communicated and enforced).

#### **5) Orientation, Site Rules, and Coordination**

Before starting work on Quispamsis property or projects, the Contractor and all workers shall complete the Town's safety orientation (or equivalent project orientation approved by Quispamsis), which will cover:

- Site rules, reporting requirements, and emergency procedures.
- Required PPE and minimum safety expectations.
- Known site hazards, public protection measures, and restricted areas.
- Interaction protocols with municipal staff and the public.

The Contractor shall participate in coordination meetings as required (pre-job, progress, and close-out) and shall communicate any new hazards or changes in conditions promptly.

#### **6) Training, Competency, and Certifications**

The Contractor shall ensure workers are trained, competent, and where required, certified for the tasks they perform. Training documentation shall be made available upon request.

Examples (as applicable to the scope of the work) include equipment operation certification, fall protection, confined space, WHMIS, first aid, traffic control, electrical qualifications, Lockout/Tagout, lifting/rigging competency, and any manufacturer-required training.

#### **7) Inspections, Monitoring, and Stop Work Authority**

The Contractor will conduct safety inspections of the work area, tools, and equipment and shall correct deficiencies promptly.

Quispamsis reserves the right to:

- Conduct inspections and audits of the work and safety documentation.
- Require corrective actions within a specified timeframe.
- Exercise Stop Work authority where an unsafe act or condition exists, or where the Contractor is non-compliant with safety requirements. Stop Work does not relieve the Contractor of responsibility for schedule or cost impacts resulting from their non-compliance.

## **8) Incident Reporting and Investigation**

The Contractor shall immediately report to the Town:

- Any injury, medical aid, first aid, near miss, property damage, environmental release, or public safety incident related to the work.
- Any WorkSafeNB reportable incidents and the steps taken to comply with reporting obligations.

The Contractor shall:

- Secure the scene when required, preserve evidence, and cooperate with investigations.
- Provide incident investigation reports and corrective action plans within timelines set by the Town.

## **9) Subcontractors**

The Contractor is responsible for ensuring subcontractors comply with all safety requirements in the solicitation and on-site, including orientation, training, procedures, and reporting.

Subcontractors are prohibited from commencing work until they have received approval from the Town and successfully completed the mandated safety onboarding process. The Contractor is required to furnish documentation of training completion upon request from the Town.

## **10) Documentation and Records**

The Contractor shall maintain safety records related to the work and make them available upon request, including:

- Safety program or Project Safety Plan.
- Training and competency records.
- Equipment inspection logs and maintenance records.
- Hazard assessments, toolbox meeting records, and corrective actions.

- Incident/near miss reports and investigations.

### **11) Minimum Controls for Public and Worker Protection**

Where the work interfaces with the public, traffic, or municipal operations, the Contractor shall implement controls to prevent harm, including:

- Barricades, fencing, signage, and controlled access.
- Traffic control measures when required by the scope and applicable standards.
- Housekeeping, material storage, and dust/noise controls as applicable.

### **12) Contractors Without a Safety Program**

If the Contractor has less than 20 employees and is not required under the applicable legislation to have a written safety program, the Contractor shall:

- Agree in writing to follow the Town's applicable safety policies and site rules for the duration of the work, including any project-specific safe work procedures provided by the Town.
- Attend a mandatory pre-job safety meeting with the Quispamsis Town Sponsor.
- Participate in increased oversight, including scheduled and unscheduled safety check-ins by the Town Sponsor (or designate).
- Complete and comply with task hazard assessments and required controls before starting any higher-risk activities.

The absence of a formal safety program does not reduce the Contractor's responsibility to comply with OHS obligations. Quispamsis may deem a Contractor ineligible if the work is high-risk and the Contractor cannot demonstrate adequate safety competency, supervision, and controls.

### **13) Evaluation and Contract Remedies**

Safety performance may be evaluated as part of the procurement process and throughout the contract. Repeated non-compliance, failure to correct deficiencies, or unsafe work practices may result in:

- Removal of individuals from the site,
- Suspension of work, withholding payment for non-conforming work,
- Termination for default, and/or
- Disqualification from future solicitations (subject to municipal policy).

## Acknowledgement and Authorization

I acknowledge that I have received, read, and understand the Quispamsis Contractor Safety Standard. I agree to comply with all requirements outlined in these standards, as well as all applicable obligations under the *WorkSafeNB Act* and Regulations. I understand that failure to comply may result in corrective action, up to and including removal from the worksite.

Name (Print): \_\_\_\_\_

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

