



# Addendum No. 1

## Request for Proposals

**Title: 2026 Traffic Signal Operational Review**

**Issued: March 24, 2026**

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**Re: Closing Date Extension**

The closing date for this Request for Proposals has been extended.

**Revised Closing Date:** April 2, 2026

**Revised Closing Time:** 3:00 PM (EST)

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**Questions and Responses**

The following clarifications are provided in response to inquiries received.

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**1. Will the Town provide the required collision history and associated data for each location?**

**Response:**

Yes. The Town will provide available collision data for the study intersections. The Consultant is responsible for reviewing, analyzing, and supplementing the data as required to complete the assignment.

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**2. Please confirm if the signal timing plans for each intersection will be provided by the Town.**

**Response:**

Yes. Available signal timing and phasing information will be provided by the Town, where available.

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**3. Please confirm if the growth rate must be calculated by the Consultant or provided by the Town.**

**Response:**

The Consultant shall identify and justify traffic growth assumptions based on available County, MTO, and municipal planning data, including Official Plan information where applicable. The Town may provide available background information; however, development of traffic growth assumptions remains the responsibility of the Consultant.

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**4. For the Bayfield Road / Suncoast Drive – Targeted Review, is the justification memorandum included in the assignment? Please clarify expectations.**

**Response:**

Yes. Preparation of the justification memorandum, if warranted, is included within the base scope of work.

The memorandum shall:

- Summarize traffic volumes, delay, and operational conditions
- Assess protected left-turn warrants consistent with Ontario Traffic Manual (OTM) Book 12 and Transportation Association of Canada (TAC) guidance
- Reference relevant collision history
- Provide a clear engineering rationale supporting or not supporting implementation

The memorandum is intended to support future submission to the Ministry of Transportation (MTO). Formal submission or coordination with MTO is not required as part of this assignment.

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**5. Please clarify the scope and tools required for the lane configuration screening.**

**Response:**

The lane configuration screening is intended as a high-level operational comparison.

- Analysis shall focus on representative corridor segments and intersection approaches where impacts are most relevant

- Full corridor microsimulation is not required
  - Synchro (or equivalent) analysis is sufficient
  - The intent is to compare operational performance, not to develop detailed design or geometric layouts
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**6. Please confirm the anticipated start and end dates of the assignment.**

**Response:**

The Town anticipates the following timeline:

- Project award: April 2026
  - Draft report: June 2026
  - Final report and presentation: July 2026
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**7. Should the horizon year be updated from 2045 to 2046?**

**Response:**

The 2045 horizon year shall remain as specified in the RFP for consistency with planning assumptions.

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**8. Does the Town have a timeline for when this project will be brought forward to Council?**

**Response:**

The final report is anticipated to be presented to Council in Summer 2026, in advance of budget deliberations.

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**End of Addendum No. 1**