



## National Capital Heavy Construction Association (NCHCA) / City of Ottawa

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### NOTES

**Date:** Friday, March 19, 2021

**Time:** 8:00 am to 9:30 am

**Place:** Microsoft Teams

### PRESENT

Bruce Kenny, Diana Knight, Rob MacLachlan, Luc Marineau, Sue Johns, Gen Nielsen, Britney McGrath, Renjit Varghese, Joanne Graham, Peter McKay, Chris Graham, Kevin Lamer, Tara Blasioli, Sajjad Haque, Sanna D'Ornellas, Kathy Sutherland, Wade Clouthier, Geoff Falls, Edson Donnelly, Jude Tremblay, Debbie Mohr Caldwell, Dale Downey, Darrin Alberty, Brian Lane, Ryan Donnelly, Gary Beisheim, Neil Falls

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#### 1. Review Notes of Previous Meeting

**Workforce Development** - Council has requested that Supply investigate ways to include social/community value in procurement. Supply asked for representatives from the Industry to meet separately to discuss opportunities, concerns, what is already happening, etc. It was noted that the Industry hires apprentices and co-op students and asked if the City had a questionnaire it could share. There is a questionnaire and briefing note from a similar initiative that took place in Toronto. Jennifer will send the draft questionnaire to Kathy for input. Industry to put forward names of reps.

**Follow-up** – The City met with the NCHCA regarding internships. The NCHCA has reached out to Algonquin College and will setting up a second meeting soon.

**Road Activity By-law Project Update** – on agenda.

**Ottawa Police Service Invoicing and Interest Charges** - OPS has a 16% interest change on outstanding invoices. Recently a contractor didn't receive their invoice and had the interest charges applied. It would be helpful if OPS can email the invoices to contractors. Another issue is cancellation fees. OPS have asked for two weeks notice to book their staff. This amount of advance notice causes issues with delays due to weather, etc. The following is the timeline for cancelling work:

Excerpt from recent paid duty contract "24 hours cancellation notice is required failing which the client will be invoiced for 4 hours per non-deployed officer and the client will be invoiced for 4 hours per deployed officer and any vehicles."

The City will reach out to OPS regarding their invoicing and cancellation fees.  
Follow-up – Contacts within OPS have been identified and Bruce will reach out to them to discuss the Industry's concerns. In situations where the PM will not provide additional compensation based on a contractor's rationale, please escalate to the Program Manager.

**Covid Update** – Ottawa is entering the red zone at the end of today. City staff are required to do a self assessment before entering any work place. The Industry was asked to continue to follow OPH guidelines.

**Surveying construction requirements and control points** – Kevin Lamer asked that Bill Harper be invited to the next NCHCA to discuss this issue.  
Follow-up – Deferred to a future meeting.

**Traffic Conditions** – Britney noted that there will not be sweeping changes for this year. If needed, the Industry can apply for an extension.  
Follow-up – Traffic is continuing to monitor weekly. We are at 5% less than covid-normal right now.

**127 Rates** - The MTO 127 rates have been recently revised and MTO is paying 100% with no markup. Currently the City pays 75% with a 15% mark-up. The City is reviewing this change and is currently considering a change to 85% with the same mark-up.  
Follow-up – The City has advised the Industry that the City will pay 85% of the 127 rates with a 15% markup.

**Capping and Connections** - The Industry asked if there are any updates on internal discussions. The Industry's suggestions have been brought forward to Water Services Management. They will not be considering these suggestions at this time. It was noted that the Industry could put forward documentation on how taking on this task would benefit the projects and City.  
Follow-up – The City and NCHCA met to discuss how the Industry could put forward their suggestions.

## 2. IS Stream for Road Activity By-Law Review

Diana attended the meeting to discuss the Road Cut Permit stream. It was noted that this is only for IS projects. The go-live date is scheduled for 1 April. Turn around time is anticipated to be 24-48 hours.

Action – A copy of the presentation will be sent with the notes of meeting.

### 3. QE Response Form

The City checks qualifications after solicitations close. To get all the information required, a template has been developed to streamline the process. The draft template will be sent with the notes of meeting for feedback. Kathy to coordinate feedback from Industry and send to the City. The goal is to roll-out this new process in the next few weeks.

Action – Kathy to send Industry feedback, if any, to Joanne.

### 4. Backup alarms and night work

Companies that are proactive in changing to the new technology are more likely to have an easier time securing Councillor approval for night work, especially in the downtown core. The Industry noted that the City is working on a spec and that they have provided feedback to the Standards Group.

### 5. Tender close extensions

The City has received numerous requests lately to extend closing dates on tenders. As this has a ripple effect, the City may not, in all situations, be able to accommodate. The Industry noted that it only uses this option when there are large, complex projects closing close together.

### 6. Acknowledging the number of addendums and pages in addendums on Form of Tender

Contractors raised concerns regarding inconsistent application of the requirement to list the number of pages in addendums and asked for clarification. Typically, the City requests clarification prior to rejecting a bid based on an identified discrepancy on addendum page numbers. Supply is reviewing this to make the process consistent and transparent.

### 7. Tendering consistency with required tender document submittal at closing and after closing (24 hr unit price submittal)

The Industry wanted to know if there was a conflict in direction between MERX and the Contract, which take precedence. Supply confirmed that the Contract should always be followed. It was noted that it's important that the top 3 bidders provide the 24 hour price submittal. This is an important indicator of trends and market information for the City.

### 8. Roundtable

**Over dimensional permits: request that permits be valid for 72 hours** – The City will review this request and report back at the next meeting

Action – Rob MacLachlan

**NCHCA Executive** – Steve McEachen will be the new president effective April 2021.

**Covid – Entering Red Zone** – The Industry is concerned with increased cost of materials, delays in getting items and staff frustration and fatigue. They continue to work hard to ensure safety on site. It was noted that some firms are using rapid testing.

**Excess Soils Inconsistencies in Tenders** – Discussions with Brad on inconsistencies are taking place and options being explored. Contractors were asked to continue asking questions at the time of tender. It was suggested that the addition of provisional items in tenders might eliminate some of the risk.

#### **NEXT MEETING**

Friday, April 16, 2021  
8:00 – 10:00 am  
Microsoft Teams