



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

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### NOTES

**Date:** Friday, February 19, 2021

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

**Place:** Microsoft Teams

### PRESENT

Bruce Kenny, Luc Marineau, Sue Johns, Gen Nielsen, Britney McGrath, Renjit Varghese, Joanne Graham, Will McDonald, Carol Hall, Jennifer McCabe, Peter McKay, Mike Plastino, Barb Dylla Labelle, Robert Leach, Kathy Sutherland, Wade Clouthier, Geoff Falls, Edson Donnelly, Jude Tremblay, Nick Gianetto, Paul Lemire, Ivan Levac, Debbie Mohr Caldwell

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#### 1. 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.

**Action - Jennifer will send the draft questionnaire to Kathy for input. Industry to put forward names of reps.**

#### 2. Review Notes of Previous Meeting

**Road Activity By-law Project Update** - Diana gave an overview of the Road Activity By-law Review Phase 2. The following question will remain in the notes until a definitive answer can be provided:

- Once this is implemented, what would be the turn-around time for a permit? The City is looking at introducing a standard timeline for non-complex projects, possibly 10 days. It is anticipated that it will be quicker for capital projects.

Follow-up – since last meeting the City has been reviewing internal procedures. Tentatively, we will be looking at having PM's vet road cut information from the contractor and send to Road Cut Office through a "IS prioritized review stream" which will allow some time savings. For normal road activities, at this time the City can only make the commitment to review as expeditiously as possible and turn around times will depend on overall permit volumes and completeness.

**Fencing issues** - May need stronger language in specs. Specs are inconsistent with regards to fencing. Some projects include fencing, some include fencing in SPs, some have nothing and expect contractors to carry in their price. Can this be consistent? Industry proposed a pay item on fencing. Three projects are reconstruction integrated, handled differently. Intent is not to take advantage of the items. It is challenging and logically challenging. If items are broken down it's easier and bidding apple to apple. More clarity at time of tender is better. A solution would be to include xx meters for fencing and say that the City does pay for relocation. Staff are reviewing with the Standards Unit

Follow-up – No changes are expected at this time. Tender questions should be provided for more complicated projects where determining the fencing requirements and costs are difficult. Note that Program Managers are copied on tender questions and this in itself is valuable escalation for both vendors and the City.

**Project Status Reports** - The Industry asked about projects in the budget documents that are not in circulated Tender Forecast (derived from our Vision project status reporting) and wanted to know if they were going forward. Bruce noted that the list is a three month forecast not a projection of what's going forward for the entire year. A list of what's been approved by Council was included with the notes of meeting.

Follow-up - We are reviewing the release of longer-range projections. However, they will be much less reliable than the forecast list.

**CADD Information** – The Industry would like to receive more/improved/consistent information at the beginning of the process. Luc will bring forward at the next CEO meeting.

Follow-up – CADD quality was highlighted to the ACEC.

**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 – A discussion with OPS has not occurred to date. In situations where the PM will not provide additional compensation based on a contractor's rationale, please escalate to the Program Manager.

**Update on stimulus funding** - The funding being received is for projects that can be designed and built the same year. Infrastructure Services is putting forward sidewalk, pathways and PXO work to accommodate the tight deadlines. Tenders can't go out without approvals. The City has no new information on the 100 B Stimulus package announced in the fall. The City to send a list of proposed projects.

Follow-up – Sent with the notes of the previous meeting.

**Update on internal cappings and connections discussions** – on agenda

**Update on internal watermain isolation plan discussions** – on agenda

**Covid Update** – Safety and compliance with OPH guidelines is a top priority for the City. We will be doing our due diligence by bringing concerns, if they arise, to the contractor's attention.

**Staffing changes** – Reporting structure sent with the notes of the previous meeting.

**Tenders in MERX** – Is it possible for the City to specify in the title if the work is for engineering services or construction. Joanne will reach out to her team to see if it can be added and if so, where it can be added.

Follow-up – Supply is working on the wording. It will be in the ad (engineering or construction).

**2021 Work** – The Industry asked when work will start going out? Please refer to the last tender forecast. The City is not holding back any work and is looking to get out stimulus jobs out as soon as possible.

Follow-up – The City is not holding any projects. You will see a greater number of projects come out prior to the spec change on March 1st. If you need extra time because you are bidding multiple projects then please issue questions.

**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 next 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 – No further update. There may be impacts close to vaccination sites.

### 3. 127 Rates

The rates have been recently revised and this will affect City projects. Currently the City pays 75% with a 15% mark-up. The MTO is changing their formula to pay 100%. The City is reviewing this change and is currently considering a change to 85% with the same mark-up.

Action – City to advise the Industry of its decision.

### 4. Final Specification Updates

There will be some last minute, minor changes. The City is going through the GC's to ensure they are in line with the Construction Act.

### 5. Update on Stimulus Funding

Applications have been submitted to the Province.

A new 31M CHCI program has been announced with allows projects that are 5-250 K. The City is putting in applications for project such as WI-FI in recreational facilities but Infrastructure Services is not pursuing funding at this time.

### 6. 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.

### 7. Water Isolation Plan

The Industry wanted to know if the City has a policy or procedure on double shuts. Watermains have been designed to allow for double shuts in certain areas, but not all. It was noted that double shuts are not always practical, but in some situations convenient. Failure of a valve has never happened at the City. Kathy will reach out to members and bring back if further discussion is needed.

### 8. Longer Range construction year projections in addition to current tender forecast

The City understands that there may be value to providing this to the Industry, but this needs to be done with context and the data needs to be more accurate. AMB

will be releasing budget books to the Industry and suggested the best way to interpret the information would be to review Gen's presentation from the Educational Series. Reviewing the "Work in Progress" section would also be helpful, keeping in mind that 10-20% of the budget is design money.

It was noted that a project can fall off the list for several reasons – budget, coordination, etc.

## 9. Roundtable

**Ariba and Ariba Enabling** – The Industry noted that Ariba has the capacity to do tendering and wondered if the City was going to pursue this option. The City's focus is to stabilize the process for now. It will not be looking to do this in the near future.

Debbie noted that she is having problems understanding the terminology and a framework would be helpful. She has been working with City staff and Ariba representatives but it's time consuming. Infrastructure Services is working on providing contractors with the information they need to get their invoices moving through the system and get paid.

Edson mentioned that PO line items, which they didn't have to use in the past, now need to be referenced. Project Managers can advise what line items to charge to. The City is trying to minimize the number of line items.

Please send feedback to Joanne. Supply will bring concerns to the Ariba Enablement Team so they can better support users. Cut-over PO's have been problematic, the process of starting and finishing everything in Ariba is much simpler. For companies that are ready to be enabled, invoices are not being carried over into Ariba and should be cleared up before enabling happens, otherwise, the invoices have to be resubmitted.

## NEXT MEETING

Friday, March 19, 2021  
8:00 – 10:00 am  
Microsoft Teams