

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

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### NOTES

**Date:** Friday, January 19, 2018

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

**Place:** 100 Constellation Drive, Boardroom 655W

#### Present:

Carina Duclos (City), Peter Dodsworth (City), Bill Harper (City), Rick Mask (City), Barb Dylla-Labelle (City), Kathryn Sutherland (NCHCA), Wade Clouthier (NCHCA), Bernie Ingminson, Edson Donnelly (CEO), Paul Antoine (NHCA), Jim Flegg (NCHCA), Deborah Mohr-Caldwell (NCHCA), Kevin Dunk (NCHCA), Bernard Livingstone (NCHCA), Mike Herbert (NCHCA), Serge Poirier (NCHCA), Kevin Dutrisk (NCHCA), Jonathan Morand (NCHCA)

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### 1. Surveys and Mapping

The City is looking at ways to incrementally improve the way we do business. As any changes the City makes will impact our partners, feedback is being sought from the Industry. Surveys and Mapping would like the industry to send representatives to the working group to provide comments.

The following changes are being contemplated:

- Moving from NAD 83 to CSRS – How would this impacts to our partners? The City is working internally with our GIS staff and the Land Registry but would also like feedback from the Industry.
- Survey Monuments – Even with coordinates, in the hierarchy of documentation, these are at the top. A complete inventory of the City's monuments is being finalized. It is important for these to survive construction and it is the contractor's responsibility to reinstate them if they get moved.

- Control sketches – These are needed to confirm the location, even with GPS. Surveys and Mapping is looking at doing a second perimeter set back in the event that they get in the way of construction.
- Requirement to set up a property limit – This needs to be done by an OLS and allows design to be done within 6 inches. It needs to be determined when a legal survey is necessary.
- 3-D CADD Files – Information provided by the City to Design Consultants is provided in 3-d. The information that is passed from the design consultant to the Contractor is being provided in 2-d. Survey and Mapping want to understand why this is being done.

Question – Does the City plan on implementing all these changes this year?

Answer – The City plans on implementing CRSR this year. The rest of the changes will be done incrementally.

Question – Does CSRS require any special software?

Answer – No.

Question – How do we deal with historical NAD 83 documents.

Answer – This will be an issue the working group will exploring.

Action – Add to the CEO Agenda (Edson to brief Derek).

Action – CEO will participate on the working group to address the 2-d/3-d issue.

Action – Names of the NCHCA reps on the committee to be provided to Cheryl.

## 2. Review Notes of Previous Meetings

- MNR 2018 Royalty Increase - City will discuss internally to fully understand the changes. Item will be brought back to the next NCHCA meeting for further discussion.

**FOLLOW-UP:** Carina met with Alain. The City is open to discuss this on a case-by-case basis.

*The City's strategy on other projects has been to review the merits of any price increase request on a case-by-case basis. The Bylaw allows for contracts to be amended where a supplier can demonstrate that their costs have increased*

*significantly from the original contract price, and that this increase can be independently verified.*

*The impact of the royalty increase will affect projects differently depending on the scope of work, quantities required and status of completion, and as a result, the same case-by-case assessment would apply here.*

- VPM Audit – Will sent the revised document to the Industry for review. The Industry met with Supply. Supply will be meeting with Legal next week to finalize wording. Most of the KPI's suggested by the Industry were incorporated. Release to take place before VPM is implemented so the new wording can be used in the expectation documents.

**Action: Supply to send contract wording to the Industry.**

- Budget – Shelley noted that the Budget passed on Wednesday with an additional 10M surplus found for Infrastructure work. The work covered by the addition 10M will be decided by FEDCO, but typically would be work needed that was below the previous budget's cut-off line. The industry would like to receive any information the City has to help them determine their staffing needs and to secure equipment for 2018.

**ACTION: Kathy to meet with Shelley to go over information they want clarification on.**

- Contract Management System – Joanne Moore was looking at how this could be managed in the system for more consistency. With Joanne changing jobs, Carina will need to follow-up with Liz for an update.

**ACTION: Carina to follow up Liz for an update.**

- Line Painting – completed for 2017.

**FOLLOW-UP:** Carina and Alain met with Public Works about the problems in 2017. PW indicated they have just purchased new equipment for 2018 and have a standing offer to fall back on if they encounter any difficulties meeting needs in 2018. Rick Mask reminded the Industry that signage needs to be in place until the painting is done.

- Winter Paving - The Industry wanted to know what the City's expectations were moving forward. They still have concerns with warranty issues when the City is pushing completion dates into December. They suggested that temporary asphalt be placed if the schedule is not flexible and they can't follow the City's spec. Getting the tenders out early would also be helpful for them.

**FOLLOW-UP:** The City is working hard trying to get tenders out earlier this year. Of the additional 10M, 7M will be for roads. The projects selected should be no surprise to the Industry. These projects are ones that are just below the cut off line. For the additional overlay work, Carina is working on getting the tenders done in advance of knowing the exact scope so the tender can be released as soon as the information is known.

- CA-PPM Electronic Signatures - The City is considering the use of electronic signatures so documents don't have to be printed, signed, scanned and loaded back into the system. Our Legal Department is okay with this approach.

**ACTION:** Industry to provide feedback on use of electronic signatures.

**FOLLOW-UP:** The Industry will get back to the City at the end of February.

### 3. Pipe Culverts in 2018

City staff have been given a "heads up" from members of the Industry that there may be a problem securing pipe for culverts in 2018. The Industry doesn't believe that there will be a problem with supplying steel/plastic/concrete pipes. Last year, there was a problem getting the resin for the corrugated pipes, but this was do to the hurricane in the US. If the Industry becomes aware of any supply issues they will let the City know.

### 4. Forecast Listing – January 2018 – May 2018

To be included with the notes of this meeting.

**ACTION:** Cheryl to send with notes.

### 5. CA-PPM Update

- Still developing and testing the system.
- Project Managers have been given a demo.
- A company has been selected to provide training and ongoing support.
- Training is scheduled for March/April for Project Managers. While being trained, PM's projects will be reassigned so they can concentrate only on training. Staff will be split into two groups – one for training, one for cover off.

### 6. Round Table

Increase in Minimum Wage – The Industry noted that this may impact carry-over projects.

Forecast Listing – Is the City on schedule to deliver all the projects listed? For the most part yes. There is concern with the size of the Overlay program. The City had to split up some of the work and assign to other project managers because the size of the program this year. Kanata South Link may get delayed because it requires approval from the NCC to get the MOECC approval. This project may get pushed to 2019.

Educational Series – Two upcoming sessions in February. On the 12<sup>th</sup> representatives from the Utilities sector will be giving presentations for best practices for public and private utilities (Hydro Ottawa, TSSA and City of Ottawa Water Distribution) and on the 26<sup>th</sup> legal experts will be discussing schedule and claims management; prompt payment and overview of court decisions. Anna can also be asked to discuss VPM. The City notes that the second date conflicts with CA-PPM Training. The industry to look into whether or not this can be rescheduled.

Stimulus Extensions – Carina confirmed that PTIF and CWWF projects have received an extension. These are for situations where a project has an unexpected delay. The City is reviewing both programs to identify any surplus or shortfalls and any opportunities these create.

**NEXT MEETING**

Friday, February 16, 2018

8:00 – 10:00 am

100 Constellation Drive, Boardroom 655W