

NOTES

Date: Friday, July 17, 2020

Time: 8:00 am to 9:00 am

Place: Microsoft Teams

Present:

Luc Marineau, Bruce Kenny, Joanne Graham, Sue Johns, Tara Blasioli, Gen Nielsen, Chris Graham, Rob MacLachlan, Peter McKay, Kathy Sutherland, Jude Tremblay, Nick Gianetto, Darrin Alberty, Debbie Mohr-Caldwell, Nick Bray, Wade Clouthier, Geoff Falls, Steve Goodman

1. Review notes of previous meeting

Excess Soils – July 1st implementation date has been extended to 1 January 2021. Debbie asked if the City had more information on how it's going to implement this.

Action – Luc to follow up with Richard.

E-tickets Concrete – The Industry is looking for a way to reduce handling of paper and asked if a process could be developed to receive e-tickets instead of paper ones. It was noted that Trail Road has reverted back to paper. Luc to follow-up with staff from Trail Road. Ivan will check with ORBA to see if they have an update.

Follow-up – The City's inspection unit is reviewing Provincial Guidelines to see if they would be a good fit for City operations. The measures in place are currently working well (mostly electronic with some paper).

Impact on interior pre-construction inspections (Darrin) – If contractors are not allowed to do in home inspections prior to construction how will they protect themselves from claims. Is the City willing to risk-share with the contractors? The City would be willing to look at this on a case-by-case basis. The following were suggestions:

- Ask residents to take date-stamped pictures but this may cause worry that there will be a problem.
- Deny claims if residents don't allow contractors in.
- Wait and see and address on a case-by-case basis.
- Vibration monitoring.

Some firms are willing to go into residences to do the preconstruction surveys. At this time, if it's not emergency work, the City is not authorizing contractors to go into homes. The procedure for going into homes in an emergency is being discussed. Jonathan Knoyle is working with Darrin on interim solutions and is drafting a new temporary spec to use until we go back to normal operations. For now, vibration monitoring onsite is the most viable option. Location of the monitoring equipment is being looked at (move with the crew; placing it at the beginning, middle and end of construction site, etc.). It was suggested that verbiage be added to the notices sent out about vibrations.

Action - Kathy will reach out to Expotech to see if she can get more information on the brochure they use.

Follow-up – the City has developed a protocol and it's being reviewed by the City's Task Force. Once approved, Infrastructure Services will adapt for entering homes for pre-construction inspections.

Installation of 5G lines abutting curbs - This is happening throughout Ottawa and it's been noticed that they're not following utility plans and placing the lines 2 ½ m behind the curb. This information would also not be on locates. Rob noted that they're only supposed to be in residential subdivisions and the information is on the drawings in the central registry. The Industry also noted that Bell is advising that it won't charge for damages done to redundant lines. Can this be communicated in writing? The Industry would also like this information to appear on locates and that Bell be required to follow their utility plan.

Action – Rob is meeting with Bell next week and will provide an update with the notes of meeting.

Tender questions and responses (increasing issues/lack of clarity) - There have been situations where vague responses have been received in response to detailed questions. In these situations, contractors should respond back to the procurement officer asking them to escalate the question to the program manager. This can also be requested through MERX. Joanne will discuss with her team so they're aware of this issue.

It was also suggested that the five day before closing question deadline be extended to three. Joanne will discuss this with her team and clients.

The Industry wanted to know why the project manager's name is not included. They would like to know who the project team is for the project they're bidding on. Joanne will ask for the history and rationale for removing this information but noted that the process goes smoother with only one channel being used to ask questions.

Action – Joanne to follow-up and provide an update with the notes of meeting.

Post-meeting follow-up - The City does not disclose the name of the project manager in tender documents to ensure the integrity of the procurement process. Historically questions would go directly to the project manager. This highly increases the risk of running a compromised process where some vendors have access to different information.

Utility Coordination (specs downloading utility conflicts to contractors creating risks/concerns when pricing projects) - The Industry is having difficulty anticipating problems when bidding on contracts as they have no control over a utility's schedule for doing work. This in turn causes delays with their schedule. Project teams can work with contractors to get the work scheduled. If utility companies are not being reasonable, there will likely be a claim. The Industry would like more definition of the role of utility coordination. Both the City and the Industry will come up with a list of areas of concern and work on a definition and resolutions.

Follow-up – Kathy and Luc to meet to discuss.

2. Impact of Economic Recovery Plan on 2020 Infrastructure Projects and 2020 Budget

Kathy asked for an update on projects deferred or cancelled and stimulus funding. The City's Asset Management group is in discussions with individual councillors on projects that may be deferred or cancelled. Staff's recommendations are going to FEDCO in August. IS has no further information to share that it hasn't already provided. For stimulus funding, IS has no details yet. It is anticipated that money is coming from the Federal Government, but we don't know where it will be allocated to.

3. Noise Bylaw exemptions included pre-tender when required to perform night work

For some overlay work tendered, with multiple locations, the tenders noted that at some locations work would take place at night or during off-peak hours. If the City can ensure at the time of tender a by-law exemption will be granted, Contractor's can price accordingly.

Action – Luc to discuss with staff to see if improvement can be made to this process.

4. Roundtable

Covid – The City has noticed that everything is going smoothly and there have been no slowdowns or concerns. Debbie noted that no one from her Company has tested positive but there are ongoing conversations with staff about maintaining physical distancing. The Industry as a whole has adapted well.

Guidelines for City PM's to return to site have been issued. They will be going to sites for decision-making purposes only, and must follow OPH and Contractor guidelines.

Consent to Enter – The City typically obtains these consents for contractors but will check on, and confirm, the process for sewer-lining. The City is close to being able to resume this type of work.

NEXT MEETING

Friday, August 21, 2020

8:00 – 10:00 am

Microsoft Teams