



The ELECTRICAL CONTRACTORS' Association of Ottawa



ECA OTTAWA
**CHANGE
ORDER
GUIDE**
2022



CHANGE ORDER COST GUIDELINES



ELECTRICAL CONTRACTORS ASSOCIATION OF OTTAWA

This Change Order Guide is designed to consider the cost of a manhour of electrical labour and allows for the pricing of Change Orders or Additional Work Orders on fixed price contracts.

Effective May 1, 2022 through to April 30, 2023 ECA Ottawa's recommended rate is \$ **138.50**

SUMMARY

Item:

1. Base Rate.....	\$ 47.91
2. Vacation Pay.....	\$ 5.75
3. Deductions.....	\$ 18.58
4. Legislated Payroll Burdens.....	\$ 5.99
5. Rest Periods.....	\$ 8.57
6. Other Burdens.....	\$ 30.27
7. Mandated Training.....	\$ 12.89
8. COVID - 19.....	\$ 5.71
9. Parking.....	\$ 2.08
10. Clean Up (OCA).....	\$ 0.75

TOTAL **\$ 138.50**

The following are **not** included in the above calculations:

Site Foreman

Site sub-foreman costs are 6%, Foremen rates are 12%, General foremen are 20% above the electrical journeymen rate as per the collective agreement. Project and manpower requirements may warrant additional fees being applied.

Job Expenses

Equipment, cartage and freight, permits, estimating, drafting, AutoCAD, BIM/Revit, as build, commissioning, temporary services, clerk, project manager, project manager, disposal, inspection, travel, security.

Overhead and Profit*

20% for work of own force
15% for work of subcontractor

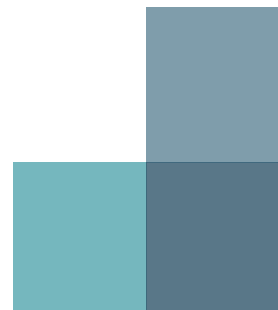
* As per CCA 16 – Guidelines for Determining the Cost Associated for Performing Changes in the Work.

Impact/Productivity Costs

Impact Costs are those generated by changes in the work order over and above costs of the changes that affect the productivity of the rest of the project. Impact costs may arise out of each change or through the cumulative impact of charges.

ELECTRICAL CONTRACTORS' ASSOCIATION OF OTTAWA

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ITEM #1 – BASE RATE

1.1 As per the collective agreement \$47.91

ITEM #2 – VACATION & STATUATORY HOLIDAY PAY

2.1 As per collective agreement \$ 5.75 **\$53.66**

ITEM #3 – DEDUCTIONS

As per collective agreement

3.1 Health & Benefits..... \$ 6.20

3.2 Pension..... \$10.38

3.3 Stabilization Fund..... \$ 2.00 **\$18.58**

ITEM #4 – LEGISLATED PAYROLL BURDEN

4.1 Employer Health Tax
1.95% of \$ 53.66 \$ 1.05

4.2 Employment Insurance
2.212% of \$ 53.66 \$ 1.19

4.3 WSIB
1.30% of \$ 53.66..... \$ 0.70

4.4 CPP
5.70% of \$ 53.66..... \$ 3.06 **\$ 5.99**

TOTAL LABOUR COSTS **\$78.23**

ITEM #5– REST PERIODS

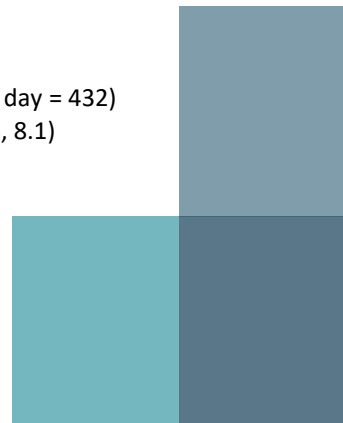
5.1 15 minutes every 4 hours over and above minimum
break at work station \$ 8.57 **\$ 8.57**
15 x 2 x \$78.23

ITEM #6 – OTHER BURDENS

6.1 Expendable Small Tools (Based on a survey of ECA Members) 8% of \$78.23	\$ 6.26	
6.2 Insurance (Based on a survey of ECA Members) 2.5% of \$78.23	\$ 1.96	
6.3 Electrical Cleanup (15 minutes per day) <u>15 x \$78.23</u> 274	\$ 4.28	
6.4 Finance (Interest charges over and above traditional rates) 1% of \$78.23.....	\$ 0.78	
6.5 Site Facilities (Trailer/ Lunchroom/Communication Equipment) <u>\$1500 x 12</u> 18,000	\$ 1.00	
6.6 On Site Time Keeping/Scheduling (Based on a survey of ECA Members) <u>13 Minutes x \$78.23</u> 2754	\$ 3.71	
6.7 Excessive Material Handling (Based on a survey of ECA Members) <u>23 Minutes x \$78.23</u> 274	\$ 6.57	
6.8 Personal Hygiene 1/3 Hour Per Day <u>20 Minutes x \$78.23</u> 274	\$ 5.71	\$30.27

Daily Productivity Minutes Per Worker

- a. Minutes per day = 432 (i.e., 36hrs/week/5 days = 7.2 hours per day. 60 minutes x 7.2 hours per day = 432)
- b. Non-productive minutes per day = 158 (i.e., sum of items 5.1, 6.3, 6.6, 6.7, 6.8, 7.2, 7.3, 7.4, 7.6, 8.1)
- c. Total daily productivity minutes = 274 (i.e. 432-158 = 274)



ITEM #7 – MANDATED TRAINING

7.1 5 Hours = <u>\$ 600.00</u> 1800 (50 Weeks @ 36 Hours = 1800 Hours)	\$ 0.33	
7.2 Job Site Mandated Training Talks (1 Hour Per Week) <u>12 Minutes x \$78.23</u>	\$ 3.43	
274		
7.3 WHIMIS Information (1/4 Hour Per Week) <u>03 Minutes x \$78.23</u>	\$ 0.86	
279		
7.4 Health & Safety Committee (One worker in 5 to be appointed to committee) (3 hours/week) <u>07 Minutes x \$78.23</u>	\$ 2.00	
279		
7.5 Personal Protective Equipment (PPE) (Glasses, vests, fall protection, hearing, masks, gloves, sanitizing equipment, etc.) <u>\$300 per month x 12</u>	\$ 2.00	
1800		
7.6 Escalating Site Safety Procedures (Includes Workplace Hazardous Assessment) <u>15 Minutes x \$78.23</u>	\$ 4.28	\$12.89
279		

ITEM #8 – COVID - 19

8.1 Covid – 19 Screening, sanitizing hands, sanitizing tools, etc. (Based on a survey of ECA Members) <u>20 Minutes x \$78.23</u>	\$ 5.71	\$ 5.71
274		

ITEM #9 – PARKING

9.1 As per the collective agreement \$15.00/day of 7.2 hours.....	\$ 2.08	\$ 2.08
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ITEM #10 – CLEAN UP

10.1 In accordance with the Ottawa Construction Association recommended practice.....	\$ 0.75	\$ 0.75
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