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FOREWORD

The Profession of Engineering and the Business of Consulting Engineering

The Selection of a Consulting Engineer is one of the most important decisions a client will make for a project. Training and experience allow the consulting engineer to transform a client's vision into a real project that is cost effective and responsive to the client's needs.

The Consulting Engineer is a Professional Engineer in private practice who offers services to the public and private sectors. The practice of consulting engineering requires high quality work, integrity, ethics and the impartiality of a quasi-judicial role.

The Consulting Engineers of British Columbia (CEBC) is a business organization whose members are consulting engineering companies managed by professional engineers. The mandate of CEBC is to lead the consulting engineering profession of British Columbia by enhancing its professional stature, profitability and commitment to private and public enterprise.

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The Association of Professional Engineers and Geoscientists of British Columbia (APEGBC), under the authority of Provincial Statute, the Engineers and Geoscientists Act, is responsible for the registration of professional engineers through the evaluation of appropriate educational and experience qualifications; enforcement with regard to non-registered persons undertaking professional engineering or holding themselves out to be professional engineers; and investigation and disciplining of members who breach the Act, Bylaws or Code of Ethics, or demonstrate unprofessional conduct, negligence or incompetence. These three mandates under the authority of the Act are for the protection of the public. The membership of APEGBC encompasses a wide range of professional engineers and geoscientists in government, industry and consulting.

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SECTION A

Basis for Remuneration

1 Purpose of this Document

This document is a guide to be used in establishing professional fees to be charged by consulting engineers for projects completed in British Columbia. Prepared jointly by the Consulting Engineers of British Columbia (CEBC) and the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC), it is available from both organizations, either of which may be contacted for interpretation (*for contact addresses, see end of document*).

Professional engineering fees must reflect the value of services received by the client and not merely the consulting engineer's cost of providing services. The fees listed are appropriate compensation for the professional work required to meet the necessary standards of engineering care and quality, and to sustain the profession through skills training and research and development. Since these fees are a matter of contract between the consulting engineer and the client, both parties are free to develop arrangements suited to specific situations within the parameters

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presented in this document, bearing in mind the need for appropriate and adequate compensation as outlined in APEGBC's Code of Ethics.

Alternative methods of determining fees for services are outlined in Subsection A5. The method chosen is a matter of agreement between the client and the consulting engineer.

The *Guidelines for Professional Excellence* and *Guidelines for Structural, Mechanical and Electrical Services for Building Projects*, issued separately by APEGBC, set out the standards of practice that professional engineers should follow. Fees in this document reflect the work required to meet those practice guidelines.

A written agreement is recommended; CEBC/APEGBC endorse and recommend the use of agreement documents ACEC 31 and ACEC 32-S of the Association of Consulting Engineers of Canada, and these fee guidelines have been developed in general consistency with them.

2 Selection of a Consulting Engineer and Scope Of Work

Since the success of any project depends on the teamwork of the owner, consultants and contractor, the selection of the team is one of the most

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important decisions a client can make. A project succeeds by combining a knowledgeable client with a knowledgeable team in a well-defined project. When this happens, clients maximize the possibility of meeting their goals and save time and money. The following summarizes the CEBC publication *Guide to Selecting a Consulting Engineer*, which provides more detail on this topic.

Place quality first: The consulting engineer is best selected for the total value the engineer can bring to a project. Engineering has enormous leverage on the downstream costs of construction, operation and maintenance. "Cutting corners" on engineering at the start of a project by requiring a minimum level of service is unwise. (See *Quality Management and Scope* as follows.)

Prepare and discuss the Terms of Reference: Terms of Reference define the client's needs, desires and expectations. They must be clear and understood by both parties before evaluation and selection can proceed. Revisions to the Terms of Reference may add to the capital and engineering costs and should be carefully considered. (See the CEBC document *Requests for Proposals*.)

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Prequalify and prepare a shortlist: The preparation of proposals to provide consulting services is expensive and time-consuming for the engineer. If a large number of consultants are invited to submit detailed proposals for a project, the collective expense can become greater than the value of the assignment. Furthermore, the client's review process also becomes more complicated and time consuming.

Select method according to project size: Projects may be divided into small, medium and large categories whose boundaries are a matter of judgment depending on several factors. In the municipal sector, small may typically mean a project with a fee value of up to \$50,000, medium \$50,000-200,000 and large over \$200,000, whereas in the transportation sector small may typically mean a fee value up to \$100,000 and large over \$1 million. *Small projects* should be kept simple by sole-sourcing. *Medium projects* require more detail; eg, providing Terms of Reference to a maximum of three or four consultants who have performed similar assignments, and requiring written proposals from them. Proposals should be ranked on points, and the Two Envelope System considered for selection. *Large projects* should employ a similar procedure, with the selection of the three or four consultants based on submission of Statements of Qualifications. In this case the Two Envelope System is highly

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recommended; its procedure is as follows:

- Proposals are required in two separately sealed envelopes - Envelope #1 contains the technical qualifications, methodology and schedule, and Envelope #2 contains the proposed fee for each activity.
- Envelopes #1 of all proposals are opened and each is evaluated on its technical merits.
- Envelope #2 of the top-rated consultant only is opened (ie, Envelopes #2 of all other consultants remain sealed).
- The top-rated consultant and client review and discuss the proposal in detail with the intent of negotiating a contract. Both should ensure that the proposal meets the needs of the client in all respects, with a full understanding of what the client wants, what the consultant proposes and what will be produced. Any differences should be reconciled in conjunction with fee negotiation.
- In the unlikely event that agreement is not reached, the client proceeds identically with the next-rated consultant.

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- After negotiations have been successfully completed with the preferred consultant, the other companies are notified and their fee envelopes returned *unopened*.

Sound agreements prevent problems: The agreement between client and consultant is governed by the size, complexity, duration and other aspects of the assignment. A simple project may require only a simple agreement while a large project would usually need documentation reviewed by legal counsel. Projects between these extremes may employ one of the four standard agreements most commonly used in British Columbia:

- ACEC 31 (1996), Prime Agreement between Client and Engineer
- ACEC 32-S (1984), Agreement between Engineer and Subconsultant
- BC Ministry of Health, Standard Form of Agreement between Client and Consultant (an agreement between the Ministry and the Architect, and the Ministry and the Engineer, in parallel)
- NPP Doc 9 (*formerly Doc 6C*), Standard Form of Agreement between Architect and Consultant

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3 Quality Management and Scope

APEGBC Bylaws require professional engineers to have performed third party concept reviews of their structural designs and to carry out field reviews of their projects during construction. These tasks necessarily become part of the consulting engineer's scope of work and must be provided for in fee arrangements.

4 Categories Of Service

Table 1 provides a checklist of typical services offered by consulting engineers. It indicates basic project services normally provided and additional ones for which the engineer is often retained. The nature of the individual project will determine the scope of the services required and the necessary form of agreement.

5 Methods Of Remuneration

Fees are based on one of four methods of calculation:

- | | |
|-----------------|---|
| Method 1 | Time Basis |
| Method 2 | Percentage of Cost of Construction |
| Method 3 | Cost Plus a Fee |
| Method 4 | Fixed Fee or Lump Sum Contract |

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These methods are explained in detail in Sections B and C of this document together with recommendations regarding which is most applicable for each Category of Service outlined in Table 1.

Disbursements, not included in these methods, are additional to them and are determined as in Subsection A6.

Method 1: Time Basis

Time Basis is recommended when the scope of engineering services is difficult to determine, cannot be determined, is not well defined, or when the consultant is not in total control of the required time and disbursements at any stage of the project (refer to Sections B and C for its calculation).

In addition to the Categories of Service outlined in Table 1, all time expended on the assignment is billable, including travel, time in the consulting engineer's office and time on the client's premises or elsewhere. This billable time also applies to technical and clerical services including, but not limited to, scheduling, stenographic and clerical staff engaged on correspondence and documents such as reports and specifications.

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Method 2: Percentage of Cost of Construction

Percentage of Cost of Construction may be suitable for engineering services during design and construction where the cost of the service is a function of the construction or installation costs.

Method 3: Cost Plus a Fee

Cost Plus a Fee is suitable when the scope and schedule of the project are reasonably well defined at the outset but not sufficiently defined to determine a fixed fee (see Method 4). Cost Plus a Fee is a method of cost-based compensation similar to Method 1, but since the multiplier applied to salary does not include a factor for profit and is lower, it reflects only total cost. In addition to time charges, the consulting engineer is paid a professional fee, which may be a stipulated sum or a percentage of total construction cost.

Method 4: Fixed Fee or Lump Sum Contract

A Fixed Fee or Lump Sum Contract is suitable if the scope and schedule of the project are sufficiently defined to allow the consulting engineer to estimate design and inspection costs. This type of contract is frequently

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developed from Time Basis projections or specific services requirements for particular tasks. It is also often derived from the appropriate Percentage Fee method. Disbursements may or may not be included in the lump sum.

6 Special Conditions, Disbursements And Taxes

Abandonment

If the project is abandoned or suspended and if tenders for the project have not been received, fees are as determined in Method 1 unless otherwise specified in the agreement. If tenders have been received, the fee may be based on either Method 1 or Method 2 applied to the lowest bona fide tender.

Delay

When a project is unexpectedly delayed, renegotiation of the fee may become necessary. When the completion of construction is delayed beyond the date in the construction contract and when the consulting engineer is retained on the basis of Methods 2 and 4, reimbursement for additional services is on the basis of Method 1.

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Re-Use of Plans and Specifications

Remuneration for services that adapt plans and specifications from one existing project to another similar or identical project at a different site for the same client is a royalty of 1% of the new construction cost plus additional fees for whatever extra work is required.

Alternative Designs

When the consulting engineer is required to complete designs on one or more alternative methods of construction or installation for the purpose of tendering, the fee is based on the tender price of the accepted alternative plus charges for extra work required as in Method 1.

Payment of Fees

Fees are established on the understanding that they will be paid within 30 days of invoicing. At that time the account is overdue and is subject to interest, and service may be withdrawn without liability by the consulting engineer for consequential delay or loss. The costs of litigation or collection services to obtain payment are to the client's account.

When the consulting engineer is engaged on a Time Basis, invoices should be presented monthly. When engaged on a Lump Sum or Percentage Fee basis,

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invoices should be presented monthly on a prorated basis, or as previously arranged in the engineer/client agreement.

Assurance of Professional Design and Field Review

Consulting building engineers are required to provide professional design and field review stipulated by the British Columbia Building Code or Municipal Buildings Bylaws. The consulting engineer shall submit the necessary letters for the requirements of assurance of professional design and field review as part of basic services.

Ownership of Drawings and Copyright

This document is based on the ownership and copyright of all engineering drawings, specifications and other documentation resting with the consulting engineer. Ownership is frequently confused with copyright. Ownership of the drawings is governed by the agreement, while copyright is the ownership of the idea embodied in the drawings and the right to reproduce that idea (refer to agreement document ACEC 31). Drawings, specifications and other documents are instruments of service for the execution of the project. The client's right to the use of the documents is contingent upon the payment of the engineer's fee.

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Disbursements

Unless otherwise agreed between the consulting engineer and client and properly reflected in the fee, separate charges are made for disbursements borne by the consulting engineer. Disbursements are subject to handling charges and include:

- Reproduction of information, drawings and documents
- Use of messenger and courier services
- Electronic transmission of documentation
- Long distance telephone calls, fax and telex messages
- Travel and living expenses for personnel when authorized by the client
- Advertising on behalf of the client
- Use of specialist consultants approved by the client
- Use of specialized equipment such as survey, computer aided design and drafting equipment
- The cost of any insurance that the consulting engineer is required by the client to carry and that would not otherwise be carried
- Any other expenses incurred that are not contemplated in the normal fee

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Taxes

Any and all federal and provincial taxes, recoverable or not by the client, are additional and are applicable to fees and disbursements.

Professional Liability Insurance

Under APEGBC Bylaws, professional engineers are required to notify the client, in writing, whether or not professional liability insurance is held and are to include provision for an acknowledgment of the advice to be signed by the client. It is recommended that the consulting engineer carry professional liability insurance. Should the client require the consulting engineer to carry additional coverage, this is at the client's cost as a disbursement. Alternatively, the client may carry a single project professional liability policy.

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SECTION B

Remuneration for Building Engineering Services


Section B enlarges upon the four methods of remuneration outlined in Subsection A5; the other subsections in Section A apply as written, particularly *Special Conditions, Disbursements and Taxes (Subsection A6)*.

Method 1: Time Basis

The Time Basis method is recommended for all Categories of Service in Table 1.

In this arrangement, every hour charged by a consultant's staff working on the project is billed at agreed hourly rates. All time expended on the assignment is billable, including travel, time in the consulting engineer's office and time on the client's premises or elsewhere. This billable time also applies to technical and clerical services for project administration.

Time Basis rates are intended to cover three basic elements in a professional practice: direct payroll costs, overhead costs and profit (defined as follows). Time Basis rates are set on the basis of a payroll multiplier (salary plus fringe

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benefits), a salary multiplier, or on a specified hourly rate per employee or class of employee. Of the multiplier methods, the payroll multiplier is preferred since this will reflect changes in levies (payroll taxes, insurance premiums, etc) over which the consultant has no control.

Selection of Hourly Rates

Payroll Multiplier Method (preferred method)

The payroll multiplier covers overhead costs and profit, and will vary according to conditions affecting efficiency and overhead costs. The general guidelines for selecting an appropriate payroll multiplier are:

- For projects, regardless of size, that have intermittent time demands,
 $\text{Payroll multiplier} = 2.5 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of fewer than approximately 2,000 hours,
 $\text{Payroll multiplier} = 2.5 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of between 2,000 and 10,000 hours,
 $\text{Payroll multiplier} = 2.3 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of more than 10,000 hours,
 $\text{Payroll multiplier} = 2.0 \times \text{hourly payroll cost}$

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Resident construction engineering services normally attract a payroll multiplier of 1.75, regardless of size, when these services are a continuation of other categories of service provided by the same consultant. A larger factor is, however, appropriate for very small projects or when time demands are intermittent.

The above payroll multipliers are based on cost records for projects with varying effort requirements, and represent those fees required to sustain a mature and competent consulting practice capable of providing a high standard of professional service on an ongoing basis. These fees are based on normal conditions in which the overhead cost items described elsewhere in this document are borne by the consultant.

Salary Multiplier Method (less preferred method)

The hourly rates would be at 2% of the current monthly salary or, where full-time resident engineering service is provided on projects, the hourly rates would be at 1.75% of the current monthly salary.

Specified Hourly Rates

These rates are set on the basis of a stated hourly rate per employee or class of employee. Anticipated adjustments of such rates during the life of a project should be explicitly documented.

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Special Expertise

Fees for senior personnel rendering specialized or expert service or testimony for which they are eminently qualified should be twice the hourly rates at the 2.5 payroll factor.

Salary Adjustments

Salary adjustments during the life of a project are reflected in adjustments to payroll or salary multiplier calculated rates unless noted otherwise by agreement.

Background to Hourly Billing Rates

Hourly billing rates comprise three basic elements in a professional practice: direct payroll costs, overhead costs and profit. For the purposes of uniformity and practical use, these rates are based on actual hourly costs with a multiplier to cover overhead and profit.

Direct Costs

This category of cost relates to the payroll incurred by staff while engaged on an assignment. Hourly payroll costs are typically expressed as an hourly rate

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based on a 371+2 hour work week using the formula:

$$\text{Hourly payroll cost} = \frac{\text{annual salary} + \text{fringe benefits}}{1950 \text{ hours (52 x 371+2)}}$$

in which fringe benefits, including annual vacation and statutory holidays, are typically 20% to 30% of salary. These payroll costs include the employer's share of:

- UIC charges
- Workers' Compensation levies
- Medical and hospitalization insurance
- Life, dental and other insurance premiums
- Statutory holiday provisions
- Sick leave provisions
- Vacation pay
- Canada Pension and company pension

Note: It is intended that the actual cost of fringe benefits and the actual annual working hours be used in the hourly payroll cost calculation. Annual working hours are defined as the regular working hours per week multiplied by 52.

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Overhead Costs

Costs relating to the general operation and maintenance of a professional practice that are not billable directly to the project include:

Physical Plant

- office rental and operating costs
- furnishings
- usual tools and equipment (excluding specialized equipment and software covered by negotiated rates)
- switchboard, telephones, telex, fax, etc
- typewriters, word processing equipment, copiers, etc

Operating Costs

- financing, including interest on bank and shareholder loans, but not dividends on equity
- business and professional licences
- professional and general liability insurance
- stationery and office supplies
- technical library and periodicals
- staff recruitment, training and severance
- audit and legal fees

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- bad debts
- administrative salaries (accountants, clerks, receptionists, librarians)
- secretaries whose time is not directly billable to client projects
- non-billable time by professional and technical staff in updating procedures, attending technical seminars, research and development, and other activities not billable to projects
- business development

Overhead costs vary according to the size of operation, location of office and the nature of services provided. These costs are typically approximately equal to the payroll costs (salary + fringe benefits) incurred by staff engaged on the assignment.

Profit

The remaining balance, after direct costs and overhead costs are deducted from total revenue, represents the before-tax, before-dividend and before-bonus profit. The level of profit on a specific project should reflect the consultant's exposure to risk on the project. The client should expect competent and efficient services at a fee that provides an appropriate profit to the consultant.

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Method 2: Percentage Of Cost Of Construction

Table 2 contains a minimum net percentage fee scale for basic engineering services for new building construction, with an index of building types and categories provided in Table 3. This method may be suitable for the following categories of service: Category 2: Preliminary Design Services; Category 3: Final Design Services and Contract Documents; Category 4: Tender Call Services and Category 5: Construction and Contract Administration Services, in which the cost of the consulting engineering services performed is a function of the construction or installation costs, and where the project scope and construction or installation budgets are well defined. This method is not appropriate for services performed under other circumstances. Where the cost of construction for an individual discipline within an overall project is under \$300,000, methods other than Method 2 should be used for those components.

For the purposes of staged payments and for breaking out the fees represented by each category, the following schedule is recommended:

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	<i>Not Less Than</i>	<i>Cumulative Total</i>
<i>Category 2</i>		
<i>Preliminary Design Services</i>	30.0%	30.0%
<i>Category 3</i>		
<i>Final Design Services and Contract Documents</i>	45.0%	75.0%
<i>Category 4</i>		
<i>Tender Call Services</i>	5.0%	80.0%
<i>Category 5</i>		
<i>Construction and Contract Administration Services</i>	20.0%	100.0%

Fees for full-time resident engineering are in addition to fees determined under Method 2. For full-time resident engineering, Method 1 - Time Basis is recommended.

Cost of Construction for Building Projects

The cost of construction includes the following:

- The total cost of all materials, equipment and labour (including duty, taxes, grants-in-aid and a proportional share of the general contractor's overhead and profit-related general contract work and general condition items for bonding and insurance) necessary to complete the work for which the consulting engineer prepares drawings and specifications or for which the consulting engineer is responsible to the owner.

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- In the event that the owner furnishes material, equipment, services or other labour that is incorporated in the work, the cost of construction includes the fair market value of those materials or equipment as if newly purchased. In addition, the cost of construction includes the current prices of labour or other services at the time of construction; in the event construction does not proceed, they are at market prices at the estimated time of construction.
- In the event that the owner or contractor furnishes used material or equipment at the owner's request, the cost of construction includes the fair market value of those materials or equipment as if newly purchased.

Fees are based on the cost of construction including all extras to the agreement. No deduction may be made from the consulting engineer's fee because of penalties or damages claimed by the owner from the contractor or other sums withheld from the contractor. The cost of construction does not include professional fees and reimbursements payable to the consulting engineer.

Note on GST or Other Value-Added Taxes

Before the introduction of the Goods and Services Tax (GST), manufacturers

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and federal sales taxes were included in the costs of materials paid by contractors and owners and were therefore included in the cost of construction as defined above. Since the introduction of the GST, taxes payable have been identified separately from the net construction cost but remain an integral component of project costs. For this reason, the fees recommended assume the inclusion of GST or similar value-added taxes in the cost of construction.

Where a client wishes to base Percentage of Cost of Construction fees on construction cost before taxes, a proportional increase in the fees quoted is necessary.

Items Specific to Structural, Mechanical and Electrical Cost of Construction

Structural

- Site preloading for structures
- Structural steel, including supply, fabrication, erection and painting by structural steel contractor
- Open web steel joist with bridging, welding and bracing
- Steel floor or roof deck
- Reinforced concrete, including reinforcing steel, forms, shoring, stripping,

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- finishing, heating and protection, expansion joints, etc
- Plain concrete or block foundation and basement walls, including footings
 - Slabs over steel joist and steel floor and roof decks, including metal pan or other forms and reinforcing
 - Asbestos, gypsum and other structural units for room and floor decking
 - Foundation piling (timber, steel or concrete), including pile caps and timber, steel or concrete sheet piling
 - Laminated, T and G or splined structural timber roof deck and floors
 - Structural timber joists, beams, girders, trusses and columns
 - Structural glulam, plywood and built-up members
 - Steel or cast iron hardware with bolts, washers, etc for timber or precast concrete framing
 - Cast iron and aluminum structural members
 - Window, door or curtain-wall framing that has to be designed or checked for structural adequacy
 - Brick or concrete masonry reinforced similar to concrete
 - Underpinning, including excavation for same
 - Concrete floors on earth
 - Excavation and backfilling for structural work
 - A portion of all masonry-bearing walls

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- Steel, precast, poured or placed concrete and reinforced block lintels
- Masonry chimneys
- A portion of all exterior wall framing, including timber and steel studs that have to be designed or checked for structural adequacy
- Site shoring, including related excavation and backfill
- Cladding, including precast panels, brick panels, insulated or built-up metal panels or other, that has to be designed or checked for structural adequacy, including all related connections
- Mechanical and electrical equipment supports that have to be designed or checked for structural adequacy
- Precast concrete structures, including supply, fabrication, erection and finishes by structural precast fabricator
- Any other special structural items shown and detailed

Mechanical

- Basic categories of mechanical work, including plumbing, heating, ventilation and sheet metal, refrigeration, HVAC controls, fire protection, insulation and all standard items associated with these categories
- Cost of fair new market value of all mechanical equipment supplied by the owner
- Equipment specified or provided by others, such as lubrication systems,

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- air, etc, for which the mechanical consultant has provided services
- All excavation and backfill pertaining to mechanical work
 - Combination hose cabinets, drinking fountain, or patient service modules provided with medical gases
 - Cost of all installation carried out by the municipality or by utility companies when designed and inspected by the mechanical consultant
 - Weeping subsoil tile systems designed by the mechanical consultant
 - All plain and reinforced concrete in place and structural steel pertaining to mechanical work that is not designed by the structural consultant
 - Cost of documentation, testing, balancing and commissioning when specified by the mechanical consultant

Electrical

- Basic categories of electrical work, including normal and emergency power distribution, lighting, communication distribution and interfacing, security systems, life safety systems, audio and video systems, electric heating, specialized grounding systems and all standard items associated with these categories
- Cost of fair new market value of all electrical equipment supplied by the owner; eg, lighting fixtures and lamps, lighting standards, transformers, motor control, switch gear and standby power plants

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- Integrated assemblies, including patient service modules containing electrical outlets, lighting and communication systems
- Scoreboards for sports facilities
- All excavation and backfill pertaining to electrical construction
- Cost of all installation carried out by the municipality or by utility companies when the work has been designed and/or inspected by the electrical consultant
- All plain and reinforced concrete in place and structural steel pertaining to electrical work that is not designed by the structural consultant
- Cost of all documentation, testing, adjusting and commissioning when specified by the electrical consultant

Method 3: Cost Plus A Fee

Cost Plus a Fee is suitable when the scope and schedule of the project are reasonably well defined at the outset but not sufficiently defined to determine a Fixed Fee (see Method 4). The method of cost-based compensation is similar to Method 1, but since the multiplier applied to salary does not include a factor for profit, it is lower and reflects only total cost. In addition to time charges, the consulting engineer is paid a professional fee that may be a stipulated sum or a percentage of the total construction cost.

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Method 4: Fixed Fee Or Lump Sum Contract

A Fixed Fee or Lump Sum Contract is suitable if the scope and schedule of the project are sufficiently defined to allow the consulting engineer to estimate project costs. It is recommended that a detailed scope of services be defined by the client and the engineer, preferably at the proposal stage. This type of contract is frequently developed from Time Basis projections or specific services requirements for particular tasks. It is also often derived from the appropriate Percentage Fee method of the characteristic project.

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SECTION C

Remuneration for Transportation and Infrastructure Engineering Services

Section C enlarges upon the four methods of remuneration outlined in Subsection A5; the other subsections in Section A apply as written, particularly *Special Conditions, Disbursements and Taxes (Subsection A6)*.

Method 1: Time Basis

The Time Basis method is recommended for all Categories of Service in Table 1.

In this arrangement, every hour charged by a consultant's staff working on the project is billed at agreed hourly rates. All time expended on the assignment is billable, including travel, time in the consulting engineer's office and time on the client's premises or elsewhere. This billable time also applies to technical and clerical services for project administration.

Time Basis rates are intended to cover three basic elements in a professional practice: direct payroll costs, overhead costs and profit (**defined below**). Time Basis rates are set on the basis of a payroll multiplier (salary plus fringe ben-

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efits), a salary multiplier, or on a specified hourly rate per employee or class of employee. Of the multiplier methods, the payroll multiplier is preferred since this will reflect changes in levies (payroll taxes, insurance premiums, etc) over which the consultant has no control.

Selection of Hourly Rates

Payroll Multiplier Method (preferred method)

The payroll multiplier covers overhead costs and profit, and will vary according to conditions affecting efficiency and overhead costs. The general guidelines for selecting an appropriate payroll multiplier are:

- For projects, regardless of size, that have intermittent time demands,
 $\text{Payroll multiplier} = 2.5 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of fewer than approximately 2,000 hours,
 $\text{Payroll multiplier} = 2.5 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of between 2,000 and 10,000 hours,
 $\text{Payroll multiplier} = 2.3 \times \text{hourly payroll cost}$
- For projects in which all services (except Category of Service 7) involve a total of more than 10,000 hours,
 $\text{Payroll multiplier} = 2.0 \times \text{hourly payroll cost}$

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Resident construction engineering services normally attract a payroll multiplier of 1.75, regardless of size, when these services are a continuation of other categories of service provided by the same consultant. A larger factor is, however, appropriate for very small projects or when time demands are intermittent.

The above payroll multipliers are based on cost records for projects with varying effort requirements, and represent those fees required to sustain a mature and competent consulting practice capable of providing a high standard of professional service on an ongoing basis. These fees are based on normal conditions in which the overhead cost items described elsewhere in this document are borne by the consultant.

Salary Multiplier Method (less preferred method)

The hourly rates would be at 2% of the current monthly salary or, where full-time resident engineering service is provided on projects, the hourly rates would be at 1.75% of the current monthly salary.

Specified Hourly Rates

These rates are set on the basis of a stated hourly rate per employee or class of employee. Anticipated adjustments of such rates during the life of a project should be explicitly documented.

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Special Expertise

Fees for senior personnel rendering specialized or expert service or testimony for which they are eminently qualified should be twice the hourly rates at the 2.5 payroll factor.

Salary Adjustments

Salary adjustments during the life of a project are reflected in adjustments to payroll or salary multiplier calculated rates unless noted otherwise by agreement.

Background to Hourly Billing Rates

Hourly billing rates comprise three basic elements in a professional practice: direct payroll costs, overhead costs and profit. For the purposes of uniformity and practical use, these rates are based on actual hourly costs with a multiplier to cover overhead and profit.

Direct Costs

This category of cost relates to the payroll incurred by staff while engaged on an assignment. Hourly payroll costs are typically expressed as an hourly rate based on a 37.1+2 hour work week using the following formula:

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$$\text{Hourly payroll cost} = \frac{\text{annual salary} + \text{fringe benefits}}{1950 \text{ hours (52 x 371+2)}}$$

in which fringe benefits, including annual vacation and statutory holidays, are typically 20% to 30% of salary. These payroll costs include the employer's share of:

- UIC charges
- Workers' Compensation levies
- Medical and hospitalization insurance
- Life, dental and other insurance premiums
- Statutory holiday provisions
- Sick leave provisions
- Vacation pay
- Canada Pension and company pension

Note: It is intended that the actual cost of fringe benefits and the actual annual working hours be used in the hourly payroll cost calculation. Annual working hours are defined as the regular working hours per week multiplied by 52.

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Overhead Costs

Costs relating to the general operation and maintenance of a professional practice that are not billable directly to the project include:

Physical Plant

- office rental and operating costs
- furnishings
- usual tools and equipment (excluding specialized equipment and software covered by negotiated rates)
- switchboard, telephones, telex, fax, etc
- typewriters, word processing equipment, copiers, etc

Operating Costs

- financing, including interest on bank and shareholder loans, but not dividends on equity
- business and professional licences
- professional and general liability insurance
- stationery and office supplies
- technical library and periodicals
- staff recruitment, training and severance
- audit and legal fees

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- bad debts
- administrative salaries (accountants, clerks, receptionists, librarians)
- secretaries whose time is not directly billable to client projects
- non-billable time by professional and technical staff in updating procedures, attending technical seminars, research and development, and other activities not billable to projects
- business development

Overhead costs vary according to the size of operation, location of office and the nature of services provided. These costs are typically approximately equal to the payroll costs (salary + fringe benefits) incurred by staff engaged on the assignment.

Profit

The remaining balance, after direct costs and overhead costs are deducted from total revenue, represents the before-tax, before-dividend and before-bonus profit. The level of profit on a specific project should reflect the consultant's exposure to risk on the project. The client should expect competent and efficient services at a fee that provides an appropriate profit to the consultant.

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Method 2: Percentage Of Cost Of Construction

This method is appropriate where the cost of the consulting engineering services performed is a function of construction or installation costs, and where the project scope and construction or installation budgets are well defined. This method is suitable for Category 3: Final Design Services and Contract Documents; Category 4: Tender Call Services and Category 5: Construction and Contract Administration Services. Where the cost of construction for an individual discipline within an overall project (eg, bridges, roadwork, electrical) is under \$300,000, methods other than Method 2 should be used for those components.

Table 4 shows the calculation of fees for transportation and infrastructure engineering projects of average complexity. Fees shown in Table 4 are intended to apply to Categories of Service 2 to 5 inclusive. For the purposes of staged payments and for breaking out the fees represented by each category, the following schedule is recommended:

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	<i>Not Less Than</i>	<i>Cumulative Total</i>
<i>Category 3</i>		
<i>Design Development</i>	30.0%	30.0%
<i>Category 3</i>		
<i>Approx 75% completion of Working Drawings</i>	35.0%	65.0%
<i>Category 3</i>		
<i>Contract Documents</i>	10.0%	75.0%
<i>Category 4</i>		
<i>Tender Call Services</i>	5.0%	80.0%
<i>Category 5</i>		
<i>Construction and Contract Administration Services</i>	20.0%	100.0%

Fees for full-time resident engineering are in addition to fees determined under Method 2. For full-time resident engineering, Method 1 - Time Basis is recommended.

Cost of Construction for Transportation and Infrastructure Engineering Projects

The cost of construction includes the following:

- The total cost of all materials, equipment and labour (including duty, taxes, grants-in-aid and subcontractors' and general contractor's overhead and profit) necessary to complete the work for which the consulting engineer prepares drawings and specifications or for which the consulting engineer is responsible to the owner.

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- In the event that the owner furnishes material, equipment, services or other labour that is incorporated in the work, the cost of construction includes the fair market value of those materials or equipment as if newly purchased. In addition, the cost of construction includes the current prices of labour or other services at the time of construction; in the event construction does not proceed, they are at market prices at the estimated time of construction.
- In the event that the owner or contractor furnishes used material or equipment at the owner's request, the cost of construction includes the fair market value of those materials or equipment as if newly purchased.

Fees are based on the cost of construction including all extras to the agreement. No deduction may be made from the consulting engineer's fee because of penalties or damages claimed by the owner from the contractor or other sums withheld from the contractor. The cost of construction does not include professional fees and reimbursements payable to the consulting engineer.

Note on GST or Other Value-Added Taxes

Before the introduction of the Goods and Services Tax (GST), manufacturers and federal sales taxes were included in the costs of materials paid by contrac-

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tors and owners and were therefore included in the cost of construction as defined above. Since the introduction of the GST, taxes payable have been identified separately from the net construction cost but remain an integral component of project costs. For this reason, the fees recommended assume the inclusion of GST or similar value-added taxes in the cost of construction. Where a client wishes to base Percentage of Cost of Construction fees on construction cost before taxes, a proportional increase in the fees quoted is necessary.

Method 3: Cost Plus A Fee

Cost Plus a Fee is suitable when the scope and schedule of the project are reasonably well defined at the outset but not sufficiently defined to determine a Fixed Fee (see Method 4). The method of cost-based compensation is similar to Method 1, but since the multiplier applied to salary does not include a factor for profit, it is lower and reflects only total cost. In addition to time charges, the consulting engineer is paid a professional fee that may be a stipulated sum or a percentage of the total construction cost.

Method 4: Fixed Fee Or Lump Sum Contract

A Fixed Fee or Lump Sum Contract is suitable if the scope and schedule of the project are sufficiently defined to allow the consulting engineer to

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estimate project costs. It is recommended that a detailed scope of services be defined by the client and the engineer, preferably at the proposal stage. This type of contract is frequently developed from Time Basis projections or specific services requirements for particular tasks. It is also often derived from the appropriate Percentage Fee method of the characteristic project.

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Categories of Service Offered by Consulting Engineers

● Basic Services ○ Additional services

1 Advisory Services

- Preparation or review of engineering program
- Expert testimony
- Appraisals, valuations, studies, reports
- Feasibility analysis
- Accident investigations
- Preliminary concept sketch
- Preliminary specification notes
- Cost of work estimate
- Litigation/Claims/ Insurance assistance
- Detailed analysis of owning and operating costs
- Special grants and loans
- Translation and interpretation
- Project management scheduling assistance
- Assistance in preparing purchase enquiries
- Value engineering

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services
- Additional services

2 Preliminary Design Services

Building Sector

- Scope of project
 - Statement of probable cost
 - Review of design concepts
 - Preliminary design, sketches, schematics and specification notes
-
- Review of alternative design approaches

Infrastructure & Transportation Sector

- Scope of project
- Statement of probable cost
- Preliminary design reports, alternative conceptual proposals, sketches, schematics, specification notes

continued. . .

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

2 Preliminary Design Services

continued. . .

Both Sectors

- Scheduling
- Documents for financing
- Investigative surveys, geotechnical
- Permits and licences
- Environmental assessments
- Revision of existing designs
- Life cycle costing
- Detailed cost estimates

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services
- Additional services

3 Final Design Services And Contract Documents

- Detailed design
- Working drawings
- Specifications and tender documents
- Statement of probable cost

- Detailed cost estimates
- Reinforcing bar schedules
- Design and documentation not in contract
- Provision for owner supplied equipment not in contract
- Demolition documents
- Tenant improvements
- Fast-track construction or sequential tendering
- Preparation of shop drawings
- Environmental design
- Alternative conceptual proposals

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

4 Tender Call Services

- Preparing tender call documents
- Reviewing tenders submitted and advising
- Prequalification of contractors
- Coordinating other consultants' documents
- Non-tender construction contracts
- Fast-track construction or sequential tendering
- Bills, materials, detailed cost estimates
- Tender advertisement
- Alternative conceptual proposals

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

5 Construction and Contract Administration Services

- Assisting in the preparation of contract
- Review of shop drawings
- Field review
- Progress review
- Quality assurance
- Testing monitoring
- Change order costing
- Document interpretation
- Payment recommendation
- Substantial performance review
- Advising client and contractor of continuing or newly observed defects or deficiencies
- Year end warranty review

continued. . .

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

5 Construction and Contract Administration Services

continued. . .

- System start-up and documentation
- Post-warranty period follow-up
- Fast-track construction or sequential tendering
- Maintenance manuals and drawings
- Certification and testing of systems
- Commissioning/training
- Provision of resident construction engineering services
- Environmental monitoring
- Record drawings

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

6 Project Management Services

- Consultant selection
- Conceptual studies
- Economic feasibility
- Planning/scheduling/ monitoring and controlling
- Estimating/budgeting and cost control
- Arranging financing
- Procurement
- Risk management
- Commissioning
- Quality assurance

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Categories of Service Offered by Consulting Engineers

- Basic Services ○ Additional services

7 Construction Management Services

- Contract strategy, administration and expediting
- Construction logistics, planning, scheduling and manpower forecasts
- Labour relations, safety
- Field office management, temporary facilities
- Materials receiving and warehousing
- Progress monitoring, trending and reporting
- Cost performance monitoring, trending and claims processing

When *Remuneration Method 2 - Percentage of Cost of Construction* is used, the services indicated ● are Basic Services for Categories 2 through 5 and should be included as part of the percent fee. Services indicated ○ are considered Additional Services.

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Percentage Fee Scale for Basic Engineering Services for New Building Construction

Note: Table 2 has been broken down into sections for CD-Rom format. These notes apply to the following five screens.

- The sliding scale for building projects reflects their size and complexity.
- For alterations, renovations or projects of low construction costs, use either Method 2 x 1.7 or Method 1.
- For projects involving other than a single construction contract (ie, fast-track or sequential tendering) where Method 2 is used, fees should be 25% higher than those indicated in the above table.
- Civil sitework associated with buildings, geotechnical engineering and environmental considerations are additional services for which fees are not included in the above; for these, use Method 1 - Time Basis.
- These fees apply where the structural, mechanical or electrical consultant is a sub-consultant to a managing consultant; where the structural, mechanical or electrical consultant acts as the prime consultant, refer to Method 1 - Time Basis.

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Building Categories (defined in Table 3)	Minimum Net Percentage Fee Scale For Basic Engineering Services New Construction								
	Area: 0-2000 m ²			Area: 2000-5000 m ²			Area: Over 5000 m ²		
	Struct	Mech	Elec	Struct	Mech	Elec	Struct	Mech	Elec
1 SIMPLE	6.0	6.25	6.75	5.0	5.5	6.0	4.0	5.0	5.5
2 CONVENTIONAL	6.0	6.75	7.25	5.0	6.0	6.5	4.5	5.5	6.0
3 ADVANCED	6.5	7.25	7.75	6.0	6.5	7.0	5.5	6.0	6.5
4 COMPLEX	7.5	7.75	8.25	6.5	7.0	7.5	6.0	6.5	7.5
5 SPECIALIZED	8.0	8.75	9.25	7.5	8.0	8.5	7.0	7.5	8.0
6 HEALTH CARE FACILITIES	7.5	8.25	8.75	6.5	7.5	8.0	6.0	7.0	7.5
7 COMMERCIAL PROJECTS									
(1) low-rise office/retail									
(a) market	6.0	5.75	6.25	5.0	5.0	5.5	4.0	4.5	5.0
(b) non-market	6.5	6.25	6.75	5.5	5.5	6.0	4.5	5.0	5.5
(2) high-rise office (4+storeys)									
(a) market	6.0	5.75	6.25	5.25	5.0	5.5	4.5	4.5	5.0
(b) non-market	6.5	6.25	6.75	5.75	5.5	6.0	5.0	5.0	5.5
(3) shopping centre									
(a) strip mall	6.0	5.75	6.25	5.0	5.0	5.5	4.0	4.5	5.0
(b) mall + dept store	6.5	6.25	6.75	5.5	5.5	6.0	4.5	5.0	5.5
(4) tenant improvement									
(a) market	Time or Lump Sum basis								
(b) non-market	Time or Lump Sum basis								
(5) motor hotel									
(a) simple	6.0	6.25	6.75	5.0	5.5	6.0	4.0	5.0	5.5
(b) complex	6.5	6.50	7.0	5.5	6.0	6.5	4.5	5.5	6.0
(6) hotel									
(a) simple	6.0	6.75	7.25	5.25	6.0	6.5	4.5	5.5	6.0
(b) complex	6.5	7.25	7.75	5.75	6.5	7.0	5.0	6.0	6.5

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Building Categories (defined in Table 3)	Minimum Net Percentage Fee Scale For Basic Engineering Services New Construction								
	Area: 0-500 m ²			Area: 500-1000 m ²			Area: Over 1000 m ²		
8 CUSTOM / INDIVIDUAL Single Family ⁽¹⁾ Structural drawings on architectural sepias or by others; no detail specifications; no contract administration. Day Care Restoration/Decoration Interior/Tenant Improvements Clinics	Struct	Mech	Elec	Struct	Mech	Elec	Struct	Mech	Elec
	6.0 ⁽¹⁾	10.0	12.0	7.0 ⁽¹⁾	8.0	10.0	8.0	7.0	8.0
	8.0	10.0	12.0	9.0	8.0	10.0	10.0	7.0	8.0
	Time or Lump Sum basis								
	8.0	10.0	12.0	9.0	8.0	10.0	10.0	7.0	8.0
	Time or Lump Sum basis								

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Fee Guidelines for Engineering Services - Table 2

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Building Categories <i>(defined in Table 3)</i>	Minimum Net Percentage Fee Scale For Basic Engineering Services New Construction				
9 MULTIPLE HOUSING <i>(continued)</i> (a) Market NUMBER OF SUITES (i) 1 - 10 (ii) 10 - 40 (iii) 40 - 100 (iv) 100 - 150 (v) over 150 (b) Non-market: Senior Citizens & Social Housing	Duplex / Townhouse (slab on grade)	Low-Rise 1- 4 storeys (reinforced concrete garage)	Mid-Rise 5-6 storeys (non-com- bustible)	High-Rise 7-15 storeys	High-Rise over 15 storeys
	MECHANICAL FEES				
	market plus 0.50%				

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Building Categories (defined in Table 3)	Minimum Net Percentage Fee Scale For Basic Engineering Services New Construction				
9 MULTIPLE HOUSING (continued) (a) Market NUMBER OF SUITES (i) 1 - 10 (ii) 10 - 40 (iii) 40 - 100 (iv) 100 - 150 (v) over 150 (b) Non-market: Senior Citizens & Social Housing	Duplex / Townhouse (slab on grade)	Low-Rise 1- 4 storeys (reinforced concrete garage)	Mid-Rise 5-6 storeys (non-com- bustible)	High-Rise 7-15 storeys	High-Rise over 15 storeys
	ELECTRICAL FEES				
	6.75 6.25 6.0 5.5 5.0	6.5 6.0 5.75 5.25 4.75	6.0 5.5 5.25 4.75 4.5	5.75 5.25 5.0 4.5 4.0	5.5 5.0 4.75 4.25 3.75
10 SEISMIC UPGRADE (a) Evaluation (b) Design/Construction	market plus 0.50% Time or Lump Sum basis Time or Lump Sum basis				

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Index of Building Types and Categories

These categories reference the following screens:

- 1 Simple:** Simple, utilitarian character without complication of design; a minimum of finish, structural, mechanical and electrical design.
- 2 Conventional:** Conventional character requiring normal detail, structural, mechanical and electrical design.
- 3 Advanced:** Moderate complexity of design requiring advanced structural, mechanical and electrical design.
- 4 Complex:** Exceptional character and complexity of design requiring comparatively large extent of structural, mechanical and electrical design.
- 5 Specialized:** Specialized buildings and other facilities requiring special design skills or expertise, much precise detailing and intensive coordination.
- 6 Health Care Facilities:** Self-explanatory/building-type specific.
- 7 Commercial Projects:** Non-market office refers to special use tenancies (eg, government or public agencies).
- 8 Custom/Individual:** Highly particular or personalized requirements; extreme extent of design, coordination and service for size of facility.
- 9 Multiple Housing:** Self-explanatory/building-type specific.

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1 Simple	4 Complex	7 Commercial Projects
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S=Structural M=Mechanical E=Electrical

Administrative Offices	3	3	3
Agricultural	1	1	1
Air Terminal	4	4	4
Aircraft Hangar	2	2	2
Amusement Park	4	4	4
Apartment	9	9	9
Aquarium	4	5	5
Archives	4	4	4
Arena	4	4	4
Armed Forces Base	3	2	2
Armoury	2	2	2
Art Gallery	5	5	5
Auditorium	4	4	4
Bank	3	3	3

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S=Structural

M=Mechanical

E=Electrical

Bar	4	4	4
Cemetery Chapel	4	4	4
Church	4	4	4
City Hall	4	4	4
Clinic (diagnosis and treatment)	6/8	6/8	6/8
Club	4	3	3
College	4	4	4
Commercial	7	7	7
Communications	5	5	5
Community Centre	4	4	4
Computing Centre	3	5	5
Consulate	4	4	4
Convalescent Home	6	6	6
Convent	4	4	4

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Convention Hall	3	3	3
Correctional Facility	4	5	5
Country Club	4	3	3
Courthouse	4	4	4
Credit Union	3	3	3
Crematorium	4	5	5
Customs/Immigration	3	2	2
Day Care Centre	8	8	8
Decorative Work	8	8	8
Dental	8	8	8
Duplex	9	9	9
Embassy	4	4	4
Emergency Department	6	6	6
Exhibition Building	3	3	3

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S=Structural

M=Mechanical

E=Electrical

Exhibition Display	5	6	6
Extended Care Unit	6	6	6
Fire Station	3	3	3
Freight Terminal	3	4	4
Funeral Home	4	4	4
Gas Station	2	3	3
Grandstand	3	3	3
Health Care Centre	6	6	6
Health Club	4	3	3
Heritage	8	8	8
Hospital	6	5/6	5/6
Hotel	7	7	7
Housing (custom)	8	8	8
Housing (multiple)	9	9	9

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S=Structural

M=Mechanical

E=Electrical

Housing (single family)	8	8	8
Inpatient Accommodation	6	6	6
Intermediate Care Unit	6	6	6
Jail	4	5	5
Legation	4	4	4
Library	4	4	4
Lounge	4	4	4
Maintenance	2	2	2
Manufacturing Plant	3	4	4
Mausoleum	4	4	4
Medical/Dental Offices	7	6	6
Medical Research	5	5	5
Mint	4	4	4
Monastery	4	4	4

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S=Structural

M=Mechanical

E=Electrical

Mosque	4	4	4
Motor Hotel	7	7	7
Museum	4	3	3
Nursing Home	6	6	6
Observatory	5	4	4
Offices (commercial)	7	7	7
Offices (owner occupied)	7	3	3
Opera House	4	5	5
Operating Room	6	6	6
Parking Garage/Structure	2	2	2
Parliament Building	4	4	4
Passenger Terminal	4	4	4
Penitentiary	4	5	5
Phys Ed Complex	4	4	4

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S=Structural

M=Mechanical

E=Electrical

Planetarium	5	4	4
Plant	3	3	3
Police Station	4	3	3
Pool (swimming)	4	4	4
Post Office	4	4	4
Prison	4	5	5
Processing Plant	3	3	3
Radiology	6	6	6
Radio Station	5	5	5
Rail Terminal	4	4	4
Recreation	4	4	4
Reformatory	3	5	5
Research	5	5	5
Research Hospital	6	5/6	5/6

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S=Structural

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E=Electrical

Residence (student)	9	9	9
Restaurant	3	4	4
Restoration	8	8	8
Retail	7	7	7
Rink (covered)	3	4	4
School (elementary)	3	3	3
School (secondary)	4	4	4
Scientific	5	5	5
Senior Citizens Housing	9	9	9
Service Garage	2	2	2
Settlement House	9	8	8
Shopping Centre	7	7	7
Social Housing	9	9	9
Sports Club	4	3	3

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Stadium	4	3	3
Stock Exchange	3	3	3
Storage Plant(specialized)	3	3	3
Synagogue	4	4	4
Teaching Hospital	6	5/6	5/6
Telephone Equipment	3	3	3
Television Facility	5	5	5
Temple	4	4	4
Tenant Improvements	7/8	7/8	7/8
Terminal (transport)	4	4	4
Theatre	4	4	4
Town Hall	4	4	4
Townhouse	9	9	9
Treasury	4	4	4

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S=Structural

M=Mechanical

E=Electrical

Trust Company	3	3	3
Undertaking Establishment	4	4	4
University	4	5	5
Warehouse (max 10% offices)	2	1	1
Worship	4	4	4
"Y" Residence Facility	7	3	3
"Y" Sports Facility	4	4	4
Zoo	4	4	4

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Percentage Fee Scale for Transportation and Infrastructure Engineering Projects of Average Complexity

Cost of Construction (For less than \$300,000, use other methods)	Fee			
\$ 300,000 - \$1,000,000	\$ 18,000 on first	\$ 300,000	plus 5.3% on next	\$ 700,000
1,000,000 - 2,000,000	55,000 on first	1,000,000	plus 4.8% on next	1,000,000
2,000,000 - 5,000,000	103,000 on first	2,000,000	plus 4.6% on next	3,000,000
5,000,000 - 10,000,000	241,000 on first	5,000,000	plus 4.4% on next	5,000,000
10,000,000 - 15,000,000	461,000 on first	10,000,000	plus 4.1% on next	5,000,000
15,000,000 - 20,000,000	666,000 on first	15,000,000	plus 4.0% on next	5,000,000
Over \$20,000,000	871,000 on first	20,000,000	plus negotiable % on balance	

Examples of projects of average complexity:

- Bridges and other structures of conventional design, simple waterfront facilities
- Railways, roads and streets
- Conventional levees, flood walls and retaining walls, small dams
- Site development
- Sewer and water tunnels (free air), storm sewers and drains, irrigation works (except pumping plants), sanitary sewer lines 600 mm and larger, water distribution lines 400 mm and larger
- Airports with small facilities

Projects of above-average complexity should reflect fees greater than those shown above in Table 4, taking into consideration all factors which contribute to the complexity, and any offsetting factors.

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