

MTO/ACEC-ON ENGINEERING SUBCOMMITTEE MEETING NOTES - FINAL

Date: May 14, 2024
Time: 10:00am to 1:00pm
Location: In Person at MTO CETI and Virtual on MS Teams

ATTENDEE	ORGANIZATION	ATTENDEE	ORGANIZATION
Tanya Cross	Dillon	Jenn Meleschuk	MTO CMO
Michael Collins	GHD	Rina Kulathinal	MTO Program Del
Douglas DeRabbie	ACEC-ON	Norm Meyers	MTO Program Del
Sunil Kothari	Atkins Réalis	Melissa Buelow	MTO Project Del.E
Bernard James	Parsons	Olu Olusanya	MTO Hwy Design
Tim Sorochinsky	AECOM	Seyed Tabib	MTO CMO
Michael Murray	CIMA	Erika Varga	MTO CMO
Douglas Raby	Jacobs	Jeremy Landry	MTO CIO
Magdy Samaan	EXP	Guest: Gustavo Rojas	MTO CIO
		Guest: Jamie Lauzon	MTO CMO
		Guest: Dan Barber	MTO Project Del.W

1-2025-1 WELCOME / INTRODUCTION / ANNOUNCEMENTS

- MTO introduced Olu Olusanya as the Acting Manager of Highway Design Office, replacing Mike Pearsall who retired earlier this month. MTO introduced their guests: Gustavo from Contract Innovations, Jamie from Contract Management Business Solutions and Dan from Project Delivery West.
- ACEC shared that Doug DeRabbie will be leaving ACEC as of Friday May 16. Andrew Hurd will act for Doug on the MTO subcommittees until replacement for Doug is found.

NEW ITEMS		ACTION BY
1-2025-2	<p>AGENDA ITEMS FROM MTO / ACEC-ON EXECUTIVE COMMITTEE</p> <p><i>At the September 11, 2024 meeting, ACEC made a request to set up a joint MTO/ACEC working group to share information and feedback on the Contract Management System for Engineering.</i></p> <p>ACTION – MTO (JAMIE LAUZON, CMS LEAD) TO PROVIDE STATUS</p>	MTO

NEW ITEMS		ACTION BY
1-2025-3a	<p>AGENDA ITEMS FROM MTO MEMBERS</p> <p>LAST MEETING MINUTES AND ACTION ITEM REVIEW – SEPTEMBER 4, 2024</p> <p><i>Description: Status of last meeting minutes and action items.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>The meeting minutes have been posted to the Technical Consultation Portal (January 15, 2025).</i> • <i>Action is ongoing by MTO regarding invoice payment delays. Additional resources assigned to improve timelines.</i> • <i>Action is ongoing by MTO regarding potential update of timeline to last 12 months only for ESP to provide the list of former OPS employees who work for bidding firm (RFP).</i> • <i>Action is ongoing by MTO and ACEC to form a working group to focus on the Contract Management System. Erika will follow up with Jamie Lauzon.</i> • <i>Action is complete related to MTO’s Debriefing Guideline (internal document). Following the TCP posting, the guide has been finalized and published for all MTO staff. The provisions for debriefing describe what MTO can disclose, however for engineering procurements, the rank and scoring won’t be disclosed to protect the confidentiality of the CPR.</i> <p>ACTION – MTO CONTINUE TO WORK ON THE 3 ONGOING ITEMS. DOUG DERABBIE TO RECIRCULATE DEBRIEFING GUIDE OVERVIEW TO ACEC TEAM MEMBERS</p>	<p>MTO & ACEC</p>

NEW ITEMS		ACTION BY
1-2025-3b	<p>AGENDA ITEMS FROM MTO MEMBERS</p> <p>BID BREAKDOWN OF FOUNDATION ENGINEERING COSTS IN RFP SECTION 1.5 (RINA K)</p> <p><i>Description: MTO to describe a proposed change to RFP bid breakdown requirements</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>In the Engineering RFP, MTO requests bid breakdown information from the successful bidding firm for foundations engineering. This information is a helpful tool to support negotiations for extra work and change orders.</i> • <i>MTO also requests bid breakdown information for other categories, to populate a database ‘for information only’, to support MTO development of contract estimates.</i> • <i>MTO wants to request bid breakdown information for all categories, not just foundations engineering.</i> • <i>ACEC is concerned with providing this bid breakdown information.</i> <p>ACTION – ACEC TO DISCUSS AMONGST MEMBER FIRMS, THEN UPDATE MTO.</p>	ACEC
1-2025-4.a	<p>AGENDA ITEMS FROM ACEC MEMBERS</p> <p>SUCCESSION MANAGEMENT WORKING GROUP UPDATE</p> <p><i>Description: ACEC to provide an update on succession management working group.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>Mike Collins is the chair of this group.</i> • <i>ACEC has scheduled a 1.5 day workshop, for March 25 and 26, 2025, the venue location is to be determined.</i> • <i>Workshop to be run like a Value Engineering workshop.</i> • <i>Facilitators have been selected who are knowledgeable on succession management.</i> • <i>Participants (estimate 30) from MTO, ACEC, PEO, OSPE and the public will be interviewed before the workshop.</i> <p>ACTION – ACEC TO CONFIRM VENUE LOCATION AND COMPLETE WORKSHOP PRE-INTERVIEWS.</p>	ACEC
1-2025-4.b	<p>AGENDA ITEM FROM ACEC MEMBERS</p>	

NEW ITEMS		ACTION BY
	<p>ELECTRONIC NATIVE FORMATS DOCUMENTS WORKING GROUP UPDATE</p> <p><i>Description: ACEC to provide an update on the electronic native formats documents working group.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>Gregg Cook is the chair of this group.</i> • <i>Last meeting of working group was November 6, 2024.</i> • <i>Discussion focussed on draft contractor survey, several comments were received. The survey is being finalized and send to ORBA soon.</i> • <i>The survey results will be used to update the RFP Terms of Reference.</i> <p>ACTION – ACEC AND MTO TO FINALIZE AND DISTRIBUTE SURVEY TO ORBA.</p>	<p>MTO & ACEC</p>
<p>1-2025-4.c.I</p>	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATE ON: Major Project Updates</p> <p><i>Description: MTO to provide an update on major project updates</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>The Bradford Bypass (BBP) detailed design is ongoing for the West section.</i> • <i>For the upcoming Central and East sections, MTO is considering the CMGC and Design Bid Build procurement models, respectively.</i> • <i>MTO will be looking for a Program Manager consultant to integrate all three detailed design consultants for the three sections. Scoping of this assignment is underway and once finalized, MTO will be able to determine any potential restrictions for firms working on BBP assignments, if applicable.</i> • <i>MTO is currently reviewing any potential bid restrictions for firms already working on BBP assignments.</i> • <i>Highway 413 has reached 90 percent preliminary design progress, with ongoing discussion with municipalities and stakeholders.</i> <p>ACTION – MTO TO CONTINUE TO BRING UPDATES TO ACEC</p>	<p>MTO</p>
<p>1-2025-4.c.II</p>	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATE ON: Progressive Design Build Consultation</p> <p><i>Description: MTO to provide an update on progressive design build consultation.</i></p>	

NEW ITEMS		ACTION BY
	<p><i>Discussion:</i></p> <ul style="list-style-type: none"> • MTO advised that consultation will be possible once the IO-led procurement of the Garden City Skyway is completed. • The in-market phase should be completed by the end of May 2025. • ACEC asked if responses to their questions (from 2024) could be provided. <p>ACTION – MTO TO REVIEW STATUS OF Q&A. MTO TO BRING UPDATE ON PDB TO MAY 2025 SUBCOMMITTEE MEETING.</p>	MTO
1-2025-4.c.III	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATES ON: Standard list of deliverables</p> <p><i>Description: MTO to provide an update on standard list of deliverables.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • The Heads of Project Delivery discussed this concern. • It is the ministry’s intent to ensure the list of deliverables aligns with the deliverables being sought, and for consistency between assignments to exist. <p>ACTION – MTO WILL DISCUSS INTERNALLY.</p>	MTO
1-2025-4.c.IV	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATES ON: DBR AND DB BIDDING RESTRICTIONS</p> <p><i>Description: MTO to provide an update on DBR and DB bidding restrictions.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • MTO’s objective is to maintain consistency across assignments. • This issue has been discussed with project management staff who acquire services using design build. • For design build ready, there will be full transparency if/what type of restriction will be applied. • MTO doesn’t unnecessarily restrict firms from bidding, MTO wants to make assignments attractive. <p>ACTION – MTO TO BRING UPDATE TO NEXT SUBCOMMITTEE MEETING.</p>	MTO

NEW ITEMS		ACTION BY
<p>1-2025-4.c.V</p>	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATES ON: PROVISION OF THE ENVIRONMENTAL GUIDE FOR EARTH MANAGEMENT BEST PRACTICES</p> <p><i>Description: MTO to provide an update on provision of the environmental guide for earth management best practices.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>The development of earth management best practices has been delayed because of staff capacity and MECP amendments that have been ongoing.</i> • <i>Related – landfilling guidelines delayed to January 1, 2027 to allow better preparedness.</i> • <i>Related – engineered aggregates guidelines not yet enacted. MTO wants these aggregates removed from the best practices.</i> <p>ACTION – MTO TO ADVISE ACEC WHEN THE GUIDE IS RELEASED FOR PUBLIC COMMENT.</p>	<p>MTO</p>
<p>9-2024-4.c.VI</p>	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATES ON: RAQS RENEWAL</p> <p><i>Description: MTO to provide an update on the RAQS renewal.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>Supply Ontario is the lead for a new provincial digital procurement system (DPS) for all OPS to use, including MTO. The solution term will be for 10 years plus 1-year optional addition.</i> • <i>The RFB was posted on December 16/24 (RFB Tender 20077 ‘Digital Procurement Solution’) with a due date of February 7.</i> <ul style="list-style-type: none"> ○ <i>Post meeting update – the due date is extended to February 14</i> • <i>MTO has outlined functionality beyond tendering that will be required, to support qualification and performance management.</i> • <i>MTO will continue to utilize the two RAQS systems (construction and engineering) until October 2027</i> • <i>MTO has been supporting Supply Ontario in responding to bid inquiries and preparing addendums (e.g. providing further information on how the DPS system will ‘interface’ with MTO systems like CDMS, CPS, HiCo, and CMS).</i> • <i>RFB award timelines are unknown currently.</i> 	

NEW ITEMS		ACTION BY
	<p>ACTION – MTO WILL BRING UPDATES ON THE RAQS REPLACEMENT PROJECT TO ACEC AT UPCOMING SUBCOMMITTEE MEETINGS.</p>	<p>MTO</p>
<p>9-2024-4.c.VII</p>	<p>AGENDA ITEM FROM ACEC MEMBERS</p> <p>REQUEST MTO UPDATES ON: PLANNING AND DESIGN PROCESS GUIDELINES WITHIN THE STREAMLINED APPRAISALS</p> <p><i>Description: MTO to provide an update on planning and design process guidelines within the streamlined appraisals.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • ACEC concerned some of the timelines may not be achievable. • MTO provides the project schedule in the terms of reference. Suggest that bidding firms seek clarification regarding timelines. • MTO is reviewing the guide. <p>ACTION – MTO WILL POST ON TCP THE UPDATED GUIDE FOR FEEDBACK</p>	<p>MTO</p>
<p>1-2025-5.a</p>	<p>JOINT MTO/ACEC-ON ITEMS</p> <p>DISCUSSION ON CPR PAUSE POST IMPLEMENTATION APRIL 17, 2023</p> <p><i>Description: MTO to provide an update on the CPR pause post implementation</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • ACEC said they will provide feedback on several work plan items at today’s meeting. This was an action item from the December 5, 2024 joint meeting. • It has been 21 months since the CPR Pause was implemented. • Since our Sept 4 subcommittee meeting <ul style="list-style-type: none"> i. Complete - the Quarterly CPRs were refreshed in October and January for all firms as well as the ‘Starter CPR’s ii. Complete – review of appraisal scores issued in each region – found consistent scores across province. iii. Ongoing - review of appraisal scores by appraisal type (Eng ERS3, Eng streamlined, also CA and new CA) iv. CPR Pause work plan updated Dec 5. v. Next CPR pause joint working group meeting is April 1 • The 2.5 CPR required to bid is being maintained. 	

NEW ITEMS		ACTION BY
	<ul style="list-style-type: none"> • <i>The Engineering Starter CPR has slightly lowered (Jan 1, 2025 is at 3.98 down from 4.00 October 1 2024). MTO stated for 60 streamlined appraisals, the average score is 3.62.</i> • <i>More time is needed to allow the completion of more appraisals using the newer appraisals (streamlined Engineering and new CA)</i> • <i>MTO has publicly committed to reinstating CPR after 3-year pause period.</i> • <i>Agreement that MTO and ACEC will work together on the reinstatement of CPR plan (date of reinstatement, percent of CPR in bid evaluation, CPR required to bid). Plan will be communicated publicly and well in advance of reinstatement date.</i> • <i>ACEC asked that the outliers (high/low) should be discussed by MTO before being issued to the firm, and that offices are aligned with the streamlined appraisal approach to scoring. MTO agreed and acknowledge the is scrutiny and discussions do occur. Firms receiving an appraisal below 3.0 are referred to Qualification Committee.</i> <p>Action – The MTO/ACEC CPR PAUSE WORKING GROUP WILL MEET APRIL 1 2025</p>	<p>MTO & ACEC</p>
<p>1-2025-5.b</p>	<p>JOINT MTO/ACEC-ON ITEMS</p> <p>DISCUSSION ON ACCELERATED PROCUREMENT OPTIONS</p> <p><i>Description: MTO to provide an update on accelerated procurement options</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> • <i>Joint working group last met on January 9, 2025 to discuss what information in an advance notice would be most valuable to ACEC, to support their networking between firms.</i> • <i>MTO confirmed it cannot advertise assignments before obtaining Treasury Board (TB) approval.</i> • <i>Sometimes the TB ‘minute’ documenting the approval is not immediately shared and the approved model/approach/direction is not communicated either internally or publicly announced. Could be communicated weeks later.</i> <p>ACTION – ACEC TO IDENTIFY MOST VALUABLE INFORMATION IN A CONTRACT ADVANCE NOTICE AND SHARE WITH MTO</p>	<p>ACEC</p>

NEW ITEMS		ACTION BY
1-2025-6a	<p>NEW ITEMS – MTO FISHERIES GUIDE (ANDREA BULANDA)</p> <p><i>Description: MTO provided an update on changes to MTO fisheries guide</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <i>The Fisheries Guide, Best Management guide and Maintenance-focussed guides are being updated and will be going to the TCP site between January 22 to 24. MTO invites ACEC to provide feedback.</i> <p>ACTION – MTO TO POST TO TCP. ACEC TO REVIEW AND COMMENT</p>	MTO & ACEC
9-2024-7	<p>SCHEDULE OF UPCOMING MEETINGS AND HOSTS</p> <ul style="list-style-type: none"> <i>May 14, 2025 (in-person, 9am, at MTO CETI, 95 Arrow Rd)</i> <i>September 2, 2025 (1 pm, virtual)</i> <i>January 13, 2026 (in-person, 10 am, at EXP Brampton Office)</i> 	

INFORMATION SHARED FOR THIS MEETING

Document Title	Shared By	Format
MTO_ACEC Eng Submte Work Plan 2025 01 20	Erika Varga	MS Excel
Agenda MTO-ACEC Eng Subcom Meeting 2025 01 22	Erika Varga	MS Word
MTO ACEC Engineering Subcommittee Notes 2024 09 04	Erika Varga	MS Word

NEXT MEETING

<ul style="list-style-type: none"> September 2, 2025 (1pm-4pm virtual meeting)
