



OTTAWA ELECTRICAL CONTRACTORS' ASSOCIATION



OTTAWA ECA

**CHANGE
ORDER
GUIDE**

2026

ELECTRICAL LABOUR RATES

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, 2026 through to April 30, 2027 ECA Ottawa's recommended rate is **\$ 154.70**

SUMMARY

Item:

1. Base Rate.....	\$ 55.42
2. Vacation Pay.....	\$ 6.65
3. Union Benefits.....	\$ 20.48
4. Legislated Payroll Burdens.....	\$ 7.11
5. Rest Periods.....	\$ 9.15
6. Additional Burdens.....	\$ 36.90
7. Mandated Training.....	\$ 14.90
8. Parking.....	\$ 3.19
9. Clean Up	\$ 0.90

TOTAL **\$ 154.70**

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

Site Foreperson

Foreperson rates are 15%, General foremen are 25% above the electrical journeyperson rate as per the collective agreement. These percentages do not include additional foreman truck/fuel expenses when applicable. Project and manpower requirements may warrant additional fees being applied.

Job Expenses (Not covered by Overhead & Profit)

Estimating, project management, equipment, cartage and freight, permits, drafting, AutoCAD, BIM/Revit, as build, commissioning, warranty, temporary services, clerk, bonding, project manager, disposal, inspection, travel, security.

Overhead and Profit*

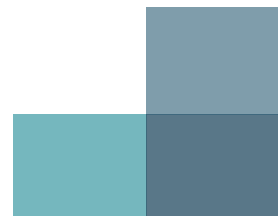
15% for work of own force - Overhead
10% for work of own force – Mark Up
10% for work of subcontractor - Overhead
5% for work of subcontractor – Mark Up
* As per CCA 16 – Guidelines for Determining the Cost Associated for Performing Changes in the Work. Overhead includes: Labor not involved in the project, rent, insurance, office supplies, and maintenance.

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 changes.

OTTAWA ELECTRICAL CONTRACTORS' ASSOCIATION

86 Greenfield Ave
Ottawa, ON K1S 0X7
Tel: 613-238-1124
Email: info@ecaottawa.ca
Website: www.ecaottawa.ca



ITEM #1 – BASE RATE

1.1 As per the collective agreement \$55.42 **\$55.42**

ITEM #2 – VACATION & STATUTORY HOLIDAY PAY

2.1 As per collective agreement \$ 6.65 **\$ 6.65**

ITEM #3 – UNION BENEFITS

As per collective agreement

3.1 Health & Benefits..... \$ 6.61
 3.2 Pension..... \$11.37
 3.3 Stabilization Fund..... \$ 2.50 **\$20.48**

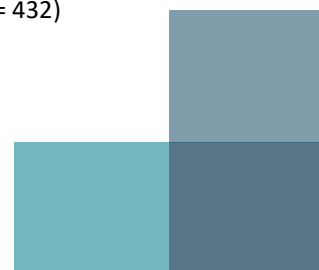
ITEM #4 – LEGISLATED PAYROLL BURDEN

4.1 Employer Health Tax \$ 1.22
 4.2 Employment Insurance..... \$ 1.42
 4.3 WSIB \$ 0.76
 4.4 CPP \$ 3.69 **\$ 7.11**

TOTAL LABOUR COSTS **\$ 89.67**

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 = 138 (i.e., sum of items 5.1, 6.2, 6.5, 6.6, 6.7, 7.2, 7.3, 7.4, 7.6)
- c. Total daily productivity minutes = 294 (i.e. 432-138 = 294)



ITEM #5- REST PERIODS

5.1 15 minutes every 4 hours over and above minimum break
15 x 2 x \$89.67>..... \$ 9.15 **\$ 9.15**
 294

ITEM #6 – ADDITIONAL BURDENS

6.0 Expendable Small Tools
 (Based on a survey of ECA Members)
 10% of \$89.67..... \$ 8.97

6.1 Insurance
 (Based on a survey of ECA Members)
 2.5% of \$89.67..... \$ 2.24

6.2 Electrical Cleanup
 (15 minutes per day)
15 x \$89.67.....\$ 4.58
 294

6.3 Finance
 (Interest charges over and above traditional rates)
 1% of \$89.67.....\$ 0.90

6.4 Site Facilities
 (Trailer/ Lunchroom/Communication Equipment)
\$3000 x 12 \$ 2.30
 18,000

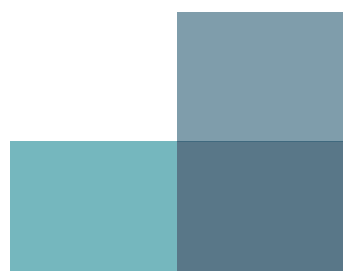
6.5 On Site Time Keeping/Scheduling
 (Based on a survey of ECA Members)
13 Minutes x \$89.67..... \$ 3.97
 294

6.6 Excessive Material Handling
 (Based on a survey of ECA Members)
23 Minutes x \$89.67..... \$ 7.02
 294

6.7 Personal Hygiene
 1/3 Hour Per Day
20 Minutes x \$89.67..... \$ 6.10
 294

6.8 Project Management Software
 0.005 of 55.42 + 6.65 +20.48 \$ 0.41

6.9 On Site Connected Devices
 0.005 of 55.42 + 6.65 +20.48 \$ 0.41 **\$36.90**



ITEM #7 – MANDATED TRAINING

7.1	5 Hours = <u>\$1200.00</u> 1800 (50 Weeks @ 36 Hours = 1800 Hours)	\$ 0.67	
7.2	Job Site Mandated Training Talks (1 Hour Per Week) <u>12 Minutes x \$89.67</u> 294	\$ 3.66	
7.3	WHIMIS Information (1/4 Hour Per Week) <u>03 Minutes x \$89.67</u> 294	\$ 0.92	
7.4	Health & Safety Committee (One worker in 5 to be appointed to committee) (3 hours/week) <u>07 Minutes x \$89.67</u> 294	\$ 2.14	
7.5	Personal Protective Equipment (PPE) (Glasses, vests, fall protection, hearing, masks, gloves, sanitizing equipment, etc.) <u>\$440 per month x 12</u> 1800	\$ 2.93	
7.6	Escalating Site Safety Procedures (Includes Workplace Hazardous Assessment) <u>15 Minutes x \$89.67</u> 294	\$ 4.58	\$14.90

ITEM #8 – PARKING

8.1	As per the collective agreement (\$23.00/day)	\$ 3.19	\$ 3.19
-----	---	---------	----------------

ITEM #9 – CLEAN UP

9.1	In accordance with the OCA recommended practice.....	\$ 0.90	\$ 0.90
-----	--	---------	----------------

