



# Practice Advisory

*Practice Advisory* brings to members' attention topics that have an impact on either management of the practice or management of the project.

## In This Issue

- [FAQs You May not have Asked Yet: January Edition](#)
- [Requirements for Integrated System Testing – Get to Know CAN/ULC-S1001](#)
- [Stay Informed: Updates to \*Federal Language Act\*](#)
- [Reminder: OAA Contract Suite 2021 and Upcoming Spring Webinars](#)
- [Practising/Offering Services in a Virtual or Hybrid Office](#)



## FAQs You May not have Asked Yet: January Edition

### Exploring Bidding and Permits

The fifth instalment of this series in *Practice Advisory* highlights existing OAA resources in the [Practice Advisory Knowledge Base](#) that address common themes and issues raised with the Practice Advisors on the free [Hotline](#). This edition continues by exploring the theme of construction bidding and permits.

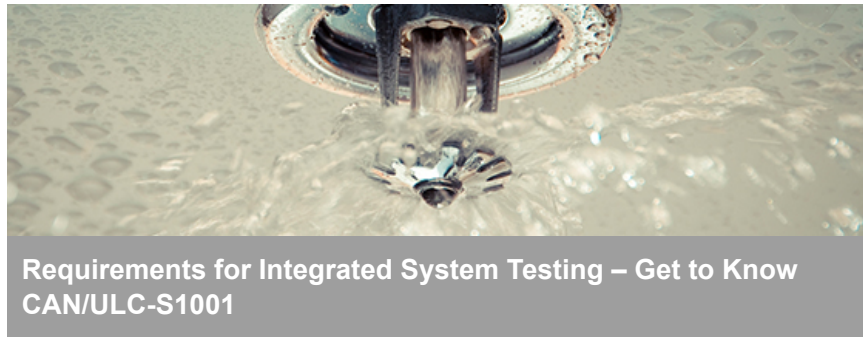
Members are encouraged to review the following FAQs (i.e. Frequently Asked Questions):

OAA's FAQs	Topic
<a href="#">FAQ.00</a>	Index to Frequently Asked Questions
<a href="#">FAQ.04</a>	Architect's Right to "Pull a Permit"
<a href="#">FAQ.06</a>	Supplier/Installer wants to Bid on a Specified Product
<a href="#">FAQ.11</a>	Recommending Bid Acceptance
<a href="#">FAQ.33</a>	Is There a Difference Between Tender and Bid?

FAQs originated as questions asked in response to the OAA's Construction Contract Administration Committee's "Ask a Question, Get an Answer" efforts, posed by callers to the Hotline, or sent by email to the Practice Advisors. The responses are based on the limited information contained in the question as posted and may include assumptions made about the context and circumstances in order to frame the response. The responses and answers were reviewed by committee members, represent peer advice and are not to be taken as OAA policy.

The FAQs were current when they were written. With the advent of the 3rd edition of the [Canadian Handbook of Practice \(CHOP\)](#), several FAQs were revised to add references to the new document. In other cases, the answers may refer to the *Construction Lien Act* (CLA) as opposed to the newer *Construction Act* (CA). Since there are still projects underway under the CLA, such answers may not have been updated.

Readers are to use their judgement in applying the FAQ answers to the specifics of their own situations.



## Requirements for Integrated System Testing – Get to Know CAN/ULC-S1001

Compliance with a standard referenced by the building code is no different than compliance with what is written in the building code. Are your specifications written to require compliance with CAN/ULC S1001? Do your construction contract administration processes incorporate the reviews and reporting required by integrated systems testing?

Members and their consultant teams should familiarize themselves with the requirements of [CAN/ULC-S1001](#) (Standard for Integrated Systems Testing of Fire Protection and Life Safety Systems), which is mandated by reference in the [National Building Code \(NBC\)](#) Division B, Sentences 3.2.9.1.(1) & 9.10.1.2.(1), the [National Fire Code \(NFC\)](#) Sentence 6.8.1.1.(1), and starting January 1, 2020 by the [Ontario Building Code \(OBC\)](#) Division B, Sentence 3.2.10.1. This CAN/ULC standard provides the methodology for verifying and documenting that the interconnections between fire protection and life safety systems are functioning as required. Read the article on the [OAA Website](#) to learn more.

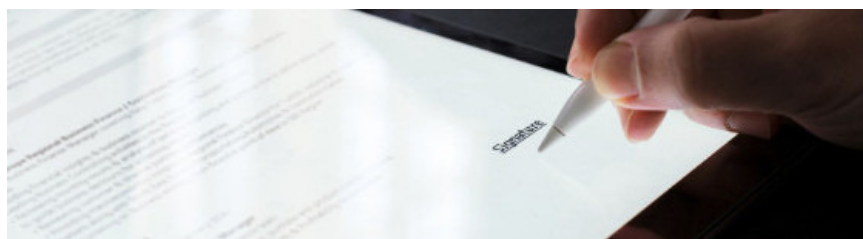


## Stay Informed: Updates to *Federal Language Act*

Translation of construction drawings and specification isn't anything new for practices, particularly those doing federal projects.

Members should be made aware that amendments to the Government of Canada's [Official Languages Act](#) were proposed in March 2022, setting a concept of "equal quality in both official languages." It is the understanding of OAA Practice Advisors that the requirements are being phased in as various government departments and their project managers learn how to implement the updated requirements. The amendments are still being debated at the Committee level in the House of Commons.

What will this mean for those members of the architecture profession working with the federal government? Read this article on the [OAA Website](#) to learn more about possible impacts from a practice standpoint.



## Reminder: OAA Contract Suite 2021 and Upcoming Spring Webinars

The goal behind the [OAA Contract Suite](#) is to make it easier for Architects and Licensed Technologists OAA, along with their subconsultants and clients, to enter into fair, balanced business relationships. Building on the legacy of previous editions, these new versions were revised for compatibility with CCDC 2-2020 and to respond to evolving best practices.

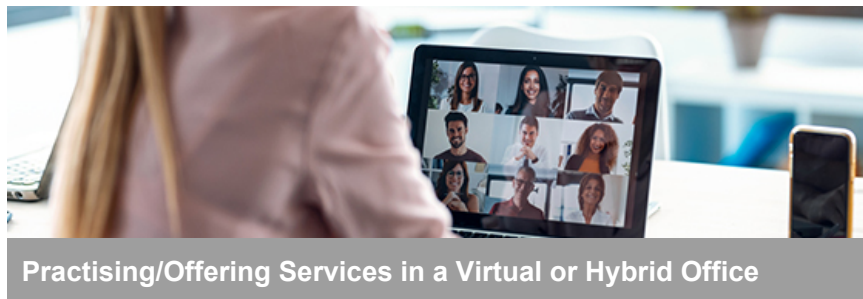
Visit the OAA's [Documents and Publications Portal](#) to download the latest contract forms and corresponding Guides for a project, including:

- **OAA 600-2021** (long-form contract between an OAA member and a client);
- **OAA 800-2021** (short-form contract for use on less-complex projects); and
- **OAA 900-2021** (standard subcontract between an OAA member and subconsultant, intended for use with a prime client contract like OAA 600 or OAA 800).

During the spring, the OAA's Practice Advisory Services will host [Continuing Education webinars](#) for members about the new contracts.

- Webinar 1: "OAA Contract Suite – 2021: Overview of the Updated Contracts for Architects and Lic. Tech. OAA," on **March 14**;
- Webinar 2: "OAA Contract Suite – 2021: The New OAA 600 (Long form)," on **March 21**;
- Webinar 3: "OAA Contract Suite – 2021: The New OAA 800-2021 (Short Form)," on **March 28**;
- Webinar 4: "OAA Contract Suite – 2021: The new OAA 900 (Subconsultant Agreement)," on **April 4**.

To learn more about architectural contracts or to download the [Index to Contracts and Guides](#), visit the OAA Website.



When it comes to offering services in a virtual or hybrid office, OAA members should be mindful of the legislated requirements related to their Certificate of Practice (standards of practice set out in [Regulation 27](#) sections 47 and 49 under the *Architects Act*). These standards were clearly set out in consideration of a physical office space; however, practices would need to review the mandated criteria, and ascertain if their work environment (hybrid or virtual) is complying with the legislation. Items to consider would include:

- Would there be adequate accessibility to clients and members of the public?
- Would there be adequate direct supervision of staff if it is all virtual?
- Would legal notices be deliverable with adequate certainty of receipt?
- Would there be adequate maintenance and storage of records, and file-keeping?
- Would staff have all the required instruments of service reasonably necessary for the performance of architectural services?

To read the full article, including reminders and considerations for your virtual/hybrid practice, [click here](#).

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