ANNUAL REPORT

2019

10 Year Anniversary





THE CONSULTING
ARCHITECTS OF ALBERTA
(CAA) IS THE MEMBER
SERVICES ASSOCIATION
THAT BRINGS A VOICE
TO BUSINESS ADVOCACY
ISSUES IN ALBERTA,
BASED ON THE SHARED
EXPERIENCES AND
BUSINESS CONCERNS
OF ITS MEMBER FIRMS.

consultingarchitects.ca

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VISION

Serving as the business voice for the consulting architectural firms in Alberta, the CAA contributes to a positive business environment benefiting our profession, clients and society.

MISSION

To advocate for the way projects are procured, contracted, delivered and valued.

VALUES

Respect - for clients' needs and perspectives.

Collaboration - belief that information-sharing and teamwork throughout our industry leads to stronger solutions.

Value - belief in the unique and high value of architectural services.



EXECUTIVE COMMITTEE

Allan Partridge Liam Woofter Scott Fleming

BOARD OF DIRECTORS

Chair Allan Partridge Next Architecture Linus Murphy S2 Architecture Past Chair Treasurer Hemna Marwah Stantec Architecture Director Liam Woofter Kasian Architecture Jan Steingahs Director Norr Architects Director Liam Woofter Kasian

LIAISONS

Barbara Bruce – AAA Liaison Dale Taylor – RAIC Liaison Derek Ciezki – CEA Liaison Frank Prosperi-Porta - CEA Liaison Kathy Johnston Umbach - IDA Liaison

MEMBERSHIP LIST

Charter

ACI Architects Inc.

DIALOG

Group2 Architecture Interior Design Ltd.

HFKS Architects Inc.

HIP Architects (now part of Kasian)

HOK

IBI Group

Kasian Architecture Interior Design and Planning Ltd.

Manasc Isaac Architects Ltd.

Marshall Tittemore Architects

ONPA Architects

Rootstock Architecture Inc

RPK Architects Ltd.

S2 Architecture

Stantec Architecture

Regular

BR2 Architecture

Burgess Bredo Architect

Coupland Kraemer Architecture & Interior Design

Dub Architects

FWBA Architects

Hartwig Architecture Inc.

Hodgson Schilf Evans Architects Inc.

Next Architecture

Sturgess Architecture

The Workun Garrick Partnership

Zeidler Architects



CHAIR'S REPORT



In preparation for this year's report there is no doubt in my mind that we face challenging times ahead. There is uncertainty around us, including changes in the political climate, a shifting professional demographic, pressures to address climate change and dwindling infrastructure budgets.

Yet, in reflection I see immense opportunity and hope for architects to redefine, reengage and reinvent their role - a role that has weathered 5,000 years of activity creating the built environment. Through the last year we have worked hard despite heavy personal and professional workloads. The CAA is deeply appreciative and extremely grateful for the hundreds of hours devoted to CAA activities. Here are just some of the highlights of the last year:

- Continued strong effort through our P & C Committee to improve RFP contract language, issue RFP Alerts, and work with AAA when concerns needed to be highlighted
- Engagement and advocacy towards leadership of various levels of government in a series of discussions about inappropriate transfer of risk and advising on potentially uninsurable contract clauses
- Supporting the use of standard contracts such as RAIC 6 to span the gap between client expectations and our professional obligation to the public interest
- Continued improvement and alignment of our partnership with AAA and Interior Designers
- Committing to work with the ECA, CCA and ACA in dialogue with various public and private sector clients
- Working to resolve a range of issues shared by ourselves, the CEA, and our allied design professions in engineering, planning and landscape architecture

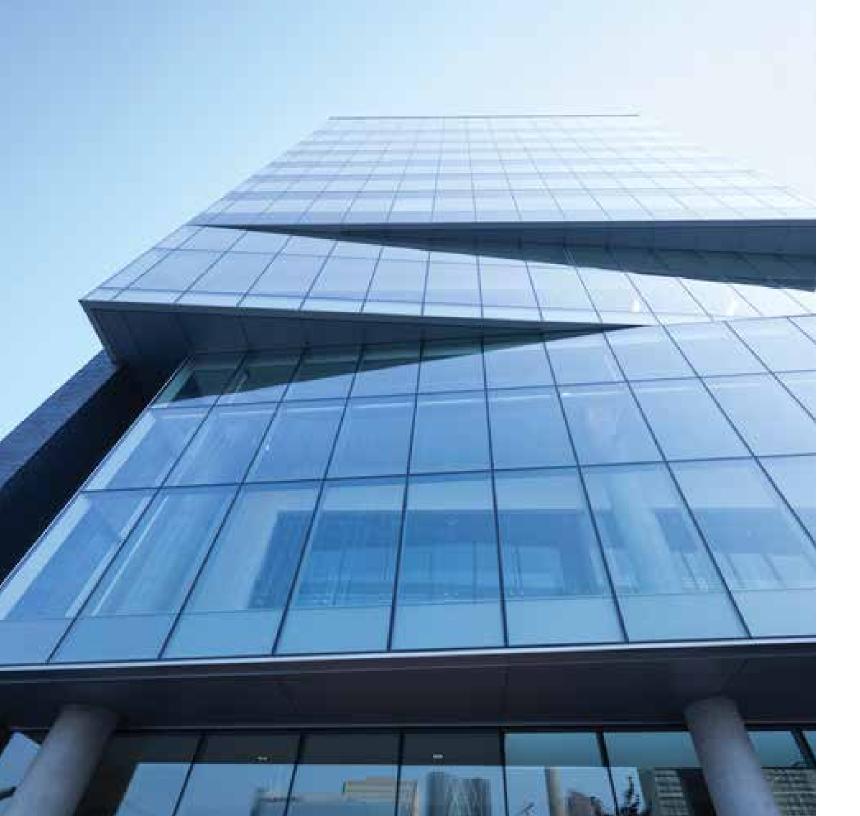
- The redesign and modernization of the CAA Website
- Producing the "Pitching Green" study and toolkit

Ostensibly the current iteration of design and construction is just over 200 years old, and has changed little over the past 50 years. We are one of the last remaining industries that has not seen the disruption and impact the digital world has brought to others. Yet, to think we can perpetuate a 200-yearold model and be immune to change is short-sighted. We already see the pressure building - the thirst and hunger for more collaboration, integration and transparency. However, the current procurement environment relies on anti-collaborative contract language, shedding of risk and an air of mistrust. We can do better and be better. There is a simple, often overlooked fact in our work:

Buildings are made by people working together. Every day we at the CAA are forging greater trust and respect internally as professionals and externally as leaders in the industry of making buildings.

As I look beyond 2020 I see reformation of our industry that will forge new types of procurement and new integration of technologies. The CAA will continue to be that strong advocate for the business of architecture in Alberta and I encourage you to not only renew your commitment to the CAA but to promote us to your peers. We need your time to make the changes we all want to happen.

Allan Partridge | Next Architecture



EXECUTIVE DIRECTOR'S REPORT

As the new Executive Director of the CAA, I'm pleased to welcome you to our 10th annual general meeting. After five years of improving the CAA's effectiveness, Jayne Jeneroux is off to a well-deserved retirement, and has been very helpful in acclimatizing me to this role. She leaves the CAA in an excellent state to continue advocating for Alberta architects. Our committees, from Procurement and Contracts to Fees and Scope, continue to standardize and improve the architectural business environment. Pitching Green continues to develop strategies for a clean, future-proof Alberta. What's more, we are surrounded by helpful allied organizations we can cooperate with to solve the challenges of the future. I look forward to working with our members to make the CAA an even larger and more helpful organization.

The Pitching Green project has produced many tips, tools and learning materials which can ensure Alberta's buildings are ready for the challenges of a rapidly changing world. Supported by a grant from Alberta Economic Development, Trade and Tourism, PG was established to provide architects with tools and ideas to help convince clients of the value in green architecture. After last year's survey we commissioned Shafraaz Kaba to produce and deliver presentations on green building techniques and methods for pitching their value. We also hired Tantus Solutions Group and the Social Community Consulting Group (SoCo) to produce a toolkit featuring business cases for green building. These tools provide an excellent foundation for future advocacy and for developing green building methods.

The CAA's Procurement and Contracts Committee collaborates with clients and industry to streamline the procurement process. Members of this group recently began large-table discussions with the CEA and City of Edmonton, enhancing cooperation between different stakeholders in civic projects. The Fee and Scope Committee is also assembling once again to update our Fee and Scope guidelines from 2017. Professional fees have always been contentious so we are going to take a fresh approach ensuring fees and related scope are understandable and fair to all stakeholders.

The CAA is a proud member of Alberta's construction community, and is working hard to maintain positive relations with many groups. We believe in cooperation, and in that spirit the CAA continues to improve outcomes for our members, our colleagues and our world. I thank you for participating in our organization and I wish you all 10 more years plus of prosperity.

| Consulting Architects of Alberta Scott Fleming |





ADVOCACY AND EXTERNAL RELATIONS

The CAA works closely with our many industry partners, especially the Consulting Engineers of Alberta, the Alberta Construction Association and the Alberta Association of Architects. Working together, we are able to support and advance our collective issues, agendas and initiatives.

What the CAA offers

The Consulting Architects of Alberta works together to build common understanding of respective positions, goals and concerns within the context of current standards of practice. We strive to shape and influence policies and procedures of major client groups and other key stakeholders through advocacy and advisory work, owner education and collaborative problem solving.

Our ongoing advocacy work and attendance at industry meetings enable the CAA to share and receive a wide range of business-related information with colleagues and public sector owners.

This helps us in spotting trends, issues and movement within the design and construction industry that may impact the way firms conduct business.

Through our industry relationships, the CAA offers strong support of the yearly OAEC (Owners, Architects, Engineers, Contractors) event in Calgary, which brings together multiple disciplines across Alberta united in a collective goal to bridge common gaps and to work together towards shared industry practices and goals.

Representing the business voice of consulting architects... fostering connections and building relationships

What We've Done This Year

- Continued working closely and collaboratively with our many industry partners, specifically with the AAA, CEA and the ACA, to support and advance our collective issues, agendas and initiatives.
- Worked with and enhanced relationships with the AAA, CEA, ACA, ECA, etc.
- Working with AHS to improve the Prime Consultant Agreement.
- ✓ Through the CAA's Procurement & Contracts Committee, reached out to municipalities and offered advice and assistance regarding RFQs and RFPs.
- Attended and participated in discussions at Industry Liaison Committee meetings.
- Working with the City of Edmonton and the City of Calgary improving procurement issues.
- Meetings with the City of Edmonton and the City of Calgary to discuss contract issues.
- Meetings with the University of Alberta, the City of Edmonton and the City of Calgary regarding specific procurement and contract concerns.
- Administered a successful sponsorship campaign that yielded a high retention rate of current sponsorships.
- ✓ Meetings with the Alberta Association of Architects.
- ✓ CAA appointed member sits on the aceBIM Board.
- Participated in policy discussion meetings and contract terminology meetings with Alberta Infrastructure.
- Reviewed honorarium for design-build school bundles.

INDUSTRY RELATIONS

CAA members are actively collaborating and participating in several cross-industry committees, including:

- Alberta Infrastructure Industry Liaison Committee
- City of Calgary Procurement Meetings
- Alberta Health Services Procurement Committee Meetings
- CAA representative on the CEA Board of Directors
- aceBIM Committee
- Alberta Association of Architects

CAA CORE ADVOCACY COMMITTEE

The CAA continues to have several committees with dedicated volunteers who convene when the need and opportunity arises.

There are also two key committees that meet regularly through the year. They are:

Procurement & Contracts Committee

This committee includes representatives from CAA member firms. The committee meets monthly to share knowledge about current business practices and identifies issues and areas of needs and opportunities for the CAA to be proactive.

The CAA and its committees continue to focus on how work is procured and contracted and how services are delivered and valued.

Scope and Fees Committee

This CAA and CEA joint committee has regularly updated the Scope and Fees guide to keep up with the market. They are currently organizing to write the 2020 revision (Version 4.0) of the Scope and Fees Guide.

Thank you to the individuals who generously donate their time and to their firms that support their passion and dedication to their craft and our profession.

PROCUREMENT & CONTRACTS COMMITTEE

Christopher Filipowicz
Jan Pierzchajlo
Derek Ciezki
Jayne Jeneroux
Doug McConnell
Ken Kozakewich
Randy Krebes
Allan Partridge

Steven Weinbeer

Jennifer Flaman
Scott Fleming
Troy Holloway
Cam Munro
Katie Vani
Deborah-Anne Kenyon
Max Amodio

SCOPE & FEES COMMITTEE

Linus Murphy Richard Walters
Doug McConnell Derek Ciezki
Patrick Flemming Frank Cavaliere
Enzo Vicenzino Jayne Jeneroux

AWARDS COMMITTEE

Andrew Sharman Catrin Owen
Coben Christiansen Scott Fleming

PITCHING GREEN COMMITTEE

Brandy Burdeniuk Linus Murphy Jayne Jeneroux Lisa Kellerman Kaitlyn Gillis Shafraaz Kaba

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LIAISON REPORTS

CEA Report

Advocacy Activities:

 Qualifications Based Selection – During this past year a number of client groups moved ahead with pilot programs using QBS for the procurement process. Alberta Transportation had 13 projects and the City of Edmonton and Alberta Infrastructure each used the process on two projects. We are working with member firms and these clients to determine lessons learned and the path forward for acceptance of further QBS work with these owners.

During the year we also worked with the University of Alberta to obtain funding for a NSERC grant for a QBS study. This combined with a grant from the provincial government, the contribution from ACEC Canada plus in-kind support from CEA and members has provided the University with adequate funding for this study. The study started this summer and should be complete in 18 months. We are currently estimating 15 public sector owners will participate in the study including two federal agencies (PSPC and Defense Construction). The City of Calgary which has been a long-term QBS proponent will also participate in the study.

Political Landscape – following the change of provincial government in the spring, we were active with meetings with Ministers from four provincial government departments as well as a number of meetings with their senior staff to discuss potential changes to procurement, funding and red tape reduction.

Major Events/Activities:

CEA hosted the following activity:

- 41st Annual General Meeting with Speaker Series
- 2 Major Golf Tournaments
- 12 Young Professional Networking Mixers and Tech Tours
- Presence at AUMA Tradeshow and University Career Fairs

- 7 CEA committee networking mixer events
- 2 CEO and Senior Managers' Breakfast Sessions
- Partnering With Industry Symposium City of Edmonton
- PSMJ Professional Development Sessions
- 23rd Annual Showcase Awards Gala (Calgary)
 420 attendees
- 1st Annual Transportation Connects Conference
 500 attendees
- 6th Annual Young Professional Conference
 106 attendees

New or Innovative Initiatives:

- During the past year we had a refreshed approach to two
 of our major industry events. The Gala Awards event was
 held in Calgary after many years' absence in that city and
 we replaced our Tri-Party Transportation conference with
 a CEA sponsored Transportation conference in Red Deer,
 "Transportation Connects Alberta".
- Diversity in leadership was one of Board's priorities and recent Board changes reflect this initiative.

Thank you,

Derek Ciezki

Derek Ciezki
Consulting Engineers of Alberta

AAA Report

Congratulations on the 10th anniversary of the Consulting Architects of Alberta! From the incubation of the CAA over 10 years ago to today, the Alberta Association of Architects (AAA) has supported the establishment, growth and ongoing work of this important advocacy voice for the professions of architecture and interior design. We continue to be impressed by the wisdom, persistence, patience and dedication of the volunteers within CAA who have given so much for the past ten years.

As the regulatory body for the professions, the AAA has a nonvoting representation to the CAA board, and we appreciate this opportunity to stay connected and to lend a regulatory perspective when appropriate. We believe strongly in the power of voices coming together for the benefit of not just the professions, but also client groups and ultimately the public.

We look forward to working with the CAA with a view to continuing to foster a positive business environment that ultimately supports better built environments in Alberta.

Thank you,

Babara a. Bruce

Barbara Bruce, Architect AAA Councillor and AAA Liaison to the CAA

IDA Report

As the IDA liaison, we have established a task force to amalgamate several source contracts to accurately describe the diversity and scope of interior design services in multiple disciplines and scales of projects.

Outcomes will be vetted and shared in the coming months.

Thank you,

Kathy Johnston Umbach Human Dimensions Licensed Interior Design Services Inc.



RAIC ACTIVITIES AND PRIORITIES IN 2019

The RAIC Board and its committees continue with their customary tasks at the federal level, and have focused on a number of issues in response to members' perceptions and requests:

A Ongoing issues of procurement, fees and services and the evolving role of architects

- Significant and unreasonable competition over fees and service, by both large and small firms, that raise questions of public health and safety.
- A variety of procurement models, such as P3, IDP, etc., which pose challenges such as:
 - procurement processes that don't work well for architects;
 - lack of a level playing field;
 - poor fiscal or scheduling control;
 - off-loading of liability by owners;
 - lack of competence among third-party project managers whose role is supposedly to protect clients.
- An economy in transition, posing difficulties such as:
 - government projects that are approved but on hold;
 - private clients cancelling projects with no notice.

B Our consistent focus on continuing education opportunities for members, particularly regarding emerging practices

- A new edition of the Canadian Handbook of Practice.
- Opening the RAIC chapter system, which offers new professionals an opportunity to connect and exchange ideas.

C Public release of a "Resolution for Urgent and Sustained Action on Climate and Ecological Health," sponsored by the RAIC Committee on Regenerative Environments (CORE)

- The RAIC recognizes:
 - that the built environment is a major contributor to climate change;
 - that the continued use of status quo has contributed to the climate emergency;
 - and that architects, through their central role in shaping the built environment, have both the capability and moral duty to directly enable transformational climate solutions.
- Our intent is to provide a framework for the RAIC to prioritize and support urgent and sustained action, so its members can design for holistic health, resilience, and regenerative built environments.
- To see the content of the resolution, go to www.raic.org/raic/news.

D Festival of Architecture 2019 - Toronto

The festival saw presentations and member discussion on current and emerging issues, including:

- An architecture policy for Canada
 - This ambitious project was inspired by some recent European government policies. It will require various interests to be reconciled, as well as efforts from federal and provincial governments and action by provincial regulators.
- Sustainability and First Nations trends in the architecture community.
- Inclusion and diversity in the profession including the RAIC's role regarding women in the architecture community.

 The changing nature of practice – which became an emerging issue this year, but not fully addressed. It will be a priority for next the RAIC Conference (no longer "Festival") in Edmonton, February 2020.

E Clarifying the respective roles of the RAIC and provincial regulators

 The RAIC has commissioned a task force to examine and reach conclusions on this question, with a completion target of early in 2020.

Respectfully submitted,

Ally

Dale Taylor, architect, aaa, aibc(ret), fraic AB/NWT Regional Director





FINANCIAL STATEMENTS



Chartered Professional Accountants & Business Advisors

An independent Firm Associated with Moore Stephens International Limited

Independent Practitioner's Review Engagement Report

To the Members of Consulting Architects of Alberta,

We have reviewed the accompanying financial statements of Consulting Architects of Alberta which comprise the statement of financial position as at July 31, 2019 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements - Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility - Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion - Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Consulting Architects of Alberta as at July 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Edmonton, Alberta November 20, 2019 Mombray Sil LAP

CHARTERED PROFESSIONAL ACCOUNTANTS

Consulting Architects of Alberta

Statement of Financial Position
July 31, 2019 (unaudited)

	2019	2018
Assets		
Current		
Cash	\$ 48,594	\$ 36,391
Accounts Receivable	8,550	23,759
	\$ 57,144	\$ 60,150
Liabilities and Net Assets		
Current		
Accounts Payable & Accrued Liabilities	\$ 31,692	\$ 3,055
Deferred Revenue (Note 3)	41,335	30,681
	73,027	33,736
Net Assets		
General Fund	(15,883)	26,414
	\$ 57,144	\$ 60,150

Consulting Architects of Alberta

Statement of Revenues and Expenditures
For Year Ended July 31, 2019 (unaudited)

	2019	2018
Revenues		
Membership Dues - Regular	\$ 85,150	\$ 96,530
Grant revenue (Note 3)	41,316	9,319
Sponsorship revenue	39,000	57,825
Other	900	-
Program Fees	500	1,430
	166,866	165,104
Expenses		
General and Administration	164,617	135,642
Communications	34,955	3,595
Bad debts	6,150	16,500
Member Relations	3,241	603
External Relations	200	923
	209,163	157,263
Excess (deficiency) of revenues over expenses for the year	\$ (42,297)	\$ 7,841

Consulting Architects of Alberta

Statement of Changes in Net Assets Year Ended July 31, 2019 (unaudited)

	2019	2018
Net Assets - Beginning of he Year	\$ 26,414	\$ 18,573
Excess of revenues over expenses	(42,297)	7,841
Net Assets - End of the Year	\$ (15,883)	\$ 26,414

Consulting Architects of Alberta

Statement of Cash Flow

For Year Ended July 31, 2019 (unaudited)

	2019	2018
Operating Activities		
Excess of revenues over expenses for the year	\$ (42,297)	\$ 7,841
Changes in non-cash working cap	oital:	
Accounts Receivable	15,209	(2,260)
Accounts Payable & Accrued Liabilities	28,637	(421)
Deferred Revenue	10,654	30,681
	54,500	28,000
Increase in Cash Flow	12,203	35,841
Cash - Beginning of the Year	36,391	550
Cash - End of the Year	\$ 48,594	\$ 36,391

NOTES TO FINANCIAL STATEMENTS

1. DESCRIPTION AND PURPOSE OF THE SOCIETY

Consulting Architects of Alberta ("the Society") was formed in 2009 as a not-for-profit organization. As a not-for-profit organization under the Income Tax Act, Canada, the Society is not subject to income taxes. The mission of the Society is to strengthen the practice of the consulting architectural firms in Alberta by serving as the business voice for its member firms.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO"). The precise determination of many assets and liabilities is dependent on future events. As a result, the preparation of financial statements for a period involves the use of estimates and approximations which have been made using careful judgment. The significant areas requiring management estimate include the allowance for doubtful accounts. Actual results could differ from those estimates and approximations. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized as follows:

Cash

Cash consists of demand deposits held with a financial institution.

Contributed Service

Volunteers contribute large numbers of hours every year to assist the Society in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Revenue Recognition

The Society follows the deferral method of accounting for revenues.

Membership revenues are recognized when received as memberships are valid for the fiscal period.

Sponsorships are recorded when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. The sponsorship revenue is recognized as revenue over the term of the sponsorship commitment and unrecognized amounts at year end are recorded as

Grant revenues are recognized as revenue in the year in which the related expenses are incurred; any unspent amounts are deferred.

Program fees and other revenues are recognized as revenue in the year in which the related expenses are incurred.

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the Statement of Revenues and Expenditures. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the Statement of Revenues and Expenditures.

3. DEFERRED REVENUE

Deferred revenue consists of funds received that have not yet been fully expended at year end.

	opening	funds recived	recognized in value	closing
Membership Dues	\$ -	\$25,000	\$ -	\$25,000
Alberta Economic Development and Trade Grant Agreement	30,681	26,970	41,316	16,335
	\$ 30,681	\$ 51,970	\$ 41,316	\$ 41,335

4. FINANCIAL INSTRUMENTS

Financial instruments are defined as contractual rights to receive or deliver cash or another financial asset. The Society's financial instruments consist of recorded amounts of cash, accounts receivable and accounts payable and accrued liabilities.

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of July 31, 2019.

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Society is exposed to credit risk from sponsors. The Society is exposed to a concentration of credit risk to the extent that amounts due to the Society from five sponsors comprise 100% (2018 - two sponsors comprised 40%) of accounts receivable at year end.

Liquidity Ris

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its receipt of funds from its sponsors and other related sources, and accounts payable and accrued liabilities.

Market Ri

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Society is not exposed to market risk in any significant manner.





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