



August 26, 2022

**Consulting Architects of Alberta**

Attention: Genevieve Giguere, COO

**RE: The Prompt Payment and Construction Lien Act (PPCLA)**

Dear Mrs. Giguere:

As you may know, the Government of Alberta has passed legislation that introduces new requirements for the prompt payment of contractors, sub-contractors, and engineering and architectural consultants. The new legislation will see the Builders' Lien Act become the [Prompt Payment and Construction Lien Act](#) (PPCLA), effective Aug. 29, 2022, and will set new timelines for the payment of invoices, filing of liens and the adjudication of disputes, among other things.

The new PPCLA applies to the supply of materials and work on or directly related to land improvement projects. Key changes for The City's industry partners include:

- The requirements for proper invoices, which are defined in the PPCLA and in our revised contract terms and conditions.
- The submission of proper invoices to [properinvoice@calgary.ca](mailto:properinvoice@calgary.ca), with a copy also submitted to The City representative or project manager
- The application of prompt payment and holdback requirements to engineers and architects acting in a consultative capacity related to a land improvement. For the City's purposes, our intention is to apply holdback to the following scopes of engineer and architect consulting work: detailed design and construction administration. A holdback may be applied to other scopes of work, depending on the connection between the work and an improvement to the land.

Please visit the [Accounts Payable](#) page on calgary.ca for invoice submission information.

On Aug. 29, 2022, The City anticipates that the following methods will be used to ensure that our future contracts follow PPCLA:

- 1) For opportunities in the market, procurement deadlines may be extended to allow for the revisions to our contract terms and conditions to be incorporated.
- 2) For opportunities that have closed but no contract has been executed, we will be proposing to add the new contract terms and conditions.

\*Please note: The PPCLA does not apply to contracts that have been executed before Aug. 29, 2022, unless these contracts extend past Aug. 29, 2024.

We are also happy to communicate more details at upcoming meetings. If you have any questions, please contact Jaibe Bridge, at [jaibe.bridge@calgary.ca](mailto:jaibe.bridge@calgary.ca).

Thank you,

Saqib Tariq

Manager, Procurement (Capital), Supply Management ,  
Corporate Planning & Financial Services

The City of Calgary | Mail Code: 8140

P.O. Box 2100, Station M

Calgary, AB, T2P 2M5

cc. Amit Patil, Jaibe Bridge, Erin Bird