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Change Order Labour Rate Guide
Province of Ontario

This guide provides the Canadian Automatic Sprinkler Association's (CASA) suggested **minimum** labour rate guide for Change orders or additional work in the **Sprinkler and Fire Protection Installer trade** for the Province of Ontario.

Effective May 1, 2026 through to May 1, 2027 CASA's recommended rate is **$137.35**

If the change order work is being done using overtime hours CASA's recommended overtime rate **$240.67**

The following **<u>are not</u>** included in the above calculations (see next page for definitions):

- Overhead & Profit
- Bonding Cost
- As-Builts & manuals
- Warranty
- Startup, Commissioning & Training
- *Security Clearance
- *Exceptional entry requirements
- *LOA/Out of Town Allowance
- Labour evaluation and productivity loss factor
- *BIM (Drafting, coordination, Interference Drawings)
- *LEED Material & Labour
- Project Management
- Estimating Changes
- *Infection Control unique to the jobsite
- *Exceptional project related costs
- *Design /Engineer

* = Project Specific Costs

Definitions:

Overhead - Overhead expenses are administrative expenses of a business which cannot be allocated to any specific project but are necessary for the business to operate. Typical items may be but are not limited to the following items:

- Office rental, maintenance, utilities, and expenses
- Office equipment, furniture, and supplies
- Property taxes, business licenses, and auto insurance
- Dues and subscriptions
- Postage and courier (non-job related)
- Advertising and telephone
- Legal and accounting fees
- Sales and marketing
- Executive Employees salary and benefits
- Sales force salary and benefits
- Dispatcher's salary and benefits
- Purchaser's salary and benefits
- Clerical staff salary and benefits
- Estimators' salary and benefits (except for Change Orders)

Profit - profit is to compensate for risk, effort and return on investment.

Labour evaluation and productivity loss factor - Change orders can have an adverse effect on labour productivity due to circumstances beyond the control of the contractor. Factors that should be evaluated may be as follows:

- Stacking of trades
- Reassignment of Manpower
- Concurrent Operations
- Job Site Adaptation
- Joint Occupancy
- Logistics
- Overtime
- Morale and attitude
- Crew size inefficiency
- Dilution of supervision
- Errors and Omissions
- Site Access
- Fatigue
- Season and Weather changes

Bonding Cost - the adjustment in premiums for all bonds and insurance which the contractor is required to purchase and maintain may be added as a lump sum if required

As Builts & Manuals- cost to incorporate the altered as-builts drawings into the original set. Costs of staff engaged in preparation or review of all drawings may also be included.

Warranty - all new items will now be covered by warranty; therefore an additional cost must be added.

Support for the above definitions is found in CCDC2 general condition Article 6.3.

Guidelines for Change Order Labour Rate for Sprinkler Fitter Trade
Work Covering Extras in the Sprinkler and Fire Protection Installer trade
May 1, 2026 through to May 1, 2027

ITEM	SUMMARY	Regular Rate	Overtime Rate
1	Base Rate	$60.10	$120.20
2	Vacation Pay - 12%	$7.21	14.42
3	Supervision	$8.40	16.82
4	Union Benefits	$14.72	29.44
5	Rest Period	$5.76	11.52
6	Small Tools	$5.43	5.43
7	Payroll Burden	$10.13	17.24
8	Health and Safety	$6.24	6.24
9	Infection Control Measures	$15.91	15.91
10	Clean Up	$0.67	0.67
11	Parking	$2.78	2.78
		$137.35	**$240.67**

The following **<u>are not</u>** included in the above calculations (see definitions page):

Overhead & Profit (recommended at 20% for own force and 15% for subcontract work)
Labour evaluation and productivity loss factor
As Builts & manuals
Startup, Commissioning & Training
*LEED Material & Labour
*Infection Control unique to the jobsite
*BIM (Drafting, coordination & Interference Drawings)
*Exceptional entry requirements
Bonding Cost
Warranty
Project Management
Estimating Changes
*Security Clearance
*Exceptional project related costs

* = Project Specific Costs

Supporting References for Labour Rate

Extras in Sprinkler and Fire Protection Installer trade

Item 1 - Base Rate (Basic Wage)	**Regular hours**	**Overtime hours**
Per 2025-2028 CASA Collective Agreement	**$60.10**	**$120.20**
Item 2 - Vacation Pay		
Per Collective Agreement paid @ 12%	**$7.21**	**$14.42**
Item 3 – Supervision (Basic Wage plus foreman rate)		
Foreman Rate Per Collective Agreement paid @ 14%	**$8.41**	**$16.82**
Item 4 – Union Benefits and Industry Fund		
Welfare	$3.13	$6.26
Pension	8.35	16.70
Union Dues and Promotion	2.85	5.70
Training	0.39	0.78
Total	**$14.72**	**$29.44**

Item 5 – Rest Periods

Rest periods are based on a 15 minute break per four hour shift in accordance with the Collective Agreement.

base + vacation + union + payroll burden	$92.16 x 15 min/240 min =	**$**	**$5.76**	**$11.52**

Item 6 – Small Tools

Various small tools are supplied by the employer. This item covers renewal, replacement and repairs. Actual supplier's quote and analysis of employers records show the average cost to be a percentage of base rate plus vacation pay.

8.06% of Base and Vacation	**$5.43**	**$5.43**

Item 7 – Payroll Burden

Employment Insurance (2.21% of base + vacation)	$ 1.49	$ 2.98
Canada Pension Plan (5.25% of pensionable items in wage package)	3.16	6.32
WSIB ($2.50 per $100 of payroll)	1.15	2.30
Employer Health Tax (1.95% of base + vacation)	1.31	2.62
PST on Insurance Premiums (8% of health premiums)	0.25	0.25
Insurance PL & PD (4.11% of base + vacation)	2.77	2.77
	$ 10.13	**$ 17.24**

Item 8 – Health and Safety

Safety courses - Five hour course @ $500.00 each; 1800 hours worked per employee per year

Calculated as follows: $\frac{\$500.00}{1{,}800}$ = **$0.28**

Jobsite Safety Talks - Tailgate Safety Meetings - 30 minutes per day tool box talks

$92.16 x .50 hour daily /36 hrs per week = **$ 1.28**

Exercise Right to WHMIS Information - 15 minutes per week to access information

$92.16 x .25 hour weekly / 36 hrs per week = **$ 0.64**

Provide Support to Health and Safety Committees - one worker in five to be appointed to a committee. Work will average 2 hours plus 1 hour preparation time per week.

$92.16 x 3 hrs / 5 workers / 36 hrs per week = **$ 1.54**

Personal Protection - Allow $75.00 per worker per month for protective equipment.

$ 75.00 x 12 months / 36 hours per week / 50 weeks = **$ 0.50**

Personal Hygiene - Allow half hour per day per worker for personal hygiene.

$92.16 x .5 hour per day per worker /36 hrs per week = **$ 1.28**

Job Site Accommodation - Provide lunch room, change room facilities with all necessary first aid requirements for large construction site. Includes facility rental, property insurance, delivery and pickup.

$ 23,483 / 18 workers x 1800 hours per year **$ 0.72**

Total Health and Safety Costs **$6.24 per hour**

Item 9 – Infection Control Measures

Infection control measures relate to exceptional circumstances that affect the majority of workplaces, not jobsites where specific standards such as CSA Z317.13 would apply. Infectious diseases affects all workplaces. Through a member's survey certain *minimum* costs were found to be directly attributable to following new health and safety requirements. These costs are broken down into nonproductive time, ongoing additional costs, and one-time outlays. Nonproductive time includes basic site screening protocols, increased frequency sanitation of hands, tools, equipment and hand-helds. Ongoing financial costs relate to additional required PPE and increased cleaning supplies. One-time outlays include changes to site facilities, additional tools, increased travel and parking costs. **These charges are for a typical ICI low-rise project and should be considered a minimum amount.** These do not include special circumstances or specific jobsite requirements. While there are many examples of such circumstances or changes, some may include delays due to unanticipated wait times due to physical distancing, elevator/man hoist wait times, additional swing stages, excessive entry wait times, schedule creep, added distance to break areas, added break time due to heat while wearing added PPE, shift premiums due to staggering of trades, or productivity loss due to crew turnover from illness or inability to work.

Productivity loss	$	92.16 x %15 per person per day	**13.82**
Added	$	28.00 per person per week/36 hour week	**0.78**
supplies/PPE One		1.95% of base wage + vacation	**1.31**
time costs			
Total Infectious Control Measure Costs			**$ 15.91 per hour**

Item 10 – Clean Up

Rate is $5.38 per day

$ 5.38 / 8 hours per day **$ 0.67 per hour**

Item 11 – Parking

As part of the current Collective Agreement, the daily rate for parking is charged.

$ 20.00 per day x 5 days / 36 hours per week **$ 2.78 per hour**

References for calculations

All wage, benefits, burden calculations and job conditions are based on the provincial CASA / UA Collective Agreement 2025 – 2028
All payroll burden calculations are based on government tables found on the appropriate websites.
Small Tools are calculated using suppliers' quotes for tools required to routinely perform work and calculated as a percentage of basic wage.
Health and Safety costs were calculated based on safety courses provided by safety training centres and actual costs related to trailer rentals.

ANY QUESTIONS regarding the above calculations should be directed to:

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