



# Consulting Engineers Fee Guideline 2016

*This document provides a guideline of standard hourly rates for engineers and technicians/ technologists providing consulting services in Manitoba*

## Background

Professional engineering fees should be based on the value of services received by the Client and not simply the Consulting Engineer's cost of providing services. The fees listed are appropriate compensation for the professional work required to meet the necessary standards of engineering care and quality, and to sustain the profession through skills training and research and development. Since these fees are a matter of contract between the Consulting Engineer and the Client, both parties are free to develop arrangements suited to specific situations within the parameters presented in this document, bearing in mind the need for appropriate and adequate compensation as outlined in APEGM's Code of Ethics.

## Salary Multipliers

It is recommended that engineering consultants do not provide fees based on multipliers of salary. Divulging salary information related to specific staff may contravene the Privacy Act and the security of such information may be at risk.

## Charges for Disbursements

Many disbursements are recommended to be charged at a rate of approximately 8% of professional fees. These disbursements may include:

- ❖ Communication costs;
- ❖ Printing and plotting costs;
- ❖ Software and computer costs;
- ❖ Courier and messenger services;
- ❖ Local travel; and
- ❖ Office supplies.

Other disbursements can be compensated at a cost plus percentage rate, with typical percentages ranging from 10 to 15% of actual costs of the expense.

These disbursements may include:

- ❖ Long distance travel;
- ❖ Vehicle rentals and fuel;
- ❖ Accommodations;
- ❖ Bulk printing;
- ❖ Specialized software;
- ❖ Testing services;
- ❖ Approvals, permits, licenses; and
- ❖ Project specific insurance.

The Client and the Consulting Engineer should review the projected expenses prior to the start of a project and agree on the applicable disbursement rate and reimbursement method

## Basis for Remuneration

Payment for engineering services may be based on one or more of the following methods of calculation. The application of the particular method will vary with the standing and specialized knowledge of the Consulting Engineer, as well as with the nature and extent of the work.

## Time Basis

In this arrangement, every hour charged by a Consulting Engineer's staff working on the project is billed at agreed hourly rates. Current suggested hourly rates are divided by classification below:

### Professional Services

E1	A	\$125
E2	B	\$140
E3	C	\$170
E4	D	\$195
E5	E	\$220
E6	F	\$255
	F+	\$300+

### Technical Services

T1	\$85-\$110
T2	\$110-\$140
T3	\$150-\$195

## Percentage of Construction Basis

The cost of providing engineering services is dependent upon the size of the project and the complexity of the assignment. The *Guide for the Engagement of a Consulting Professional Engineer* outlines the method for calculating the applicable percentage fee and allow for both of those factors.

## Fixed Fee or Lump Sum Basis

A Fixed Fee or Lump Sum Contract is suitable if the scope and schedule of the project are sufficiently defined to allow the Consulting Engineer to estimate project costs. This type of contract is frequently developed from Time Basis projections or specific services requirements for particular tasks.

## Classification Guide

This Guide describes several classifications of responsibility, experience and training. With some interpolation, engineering/ technical positions within most consulting firms can be categorized to align with these classifications.

## Technical Services

### T1 Technician

Under close supervision, carries out straight-forward duties such as preparing uncompleted or repetitive drawing, maintaining drawing files and assisting with field surveys. Little independent judgment required. Performs according to standardized procedures.

### 2 Intermediate Technologist

Under direct supervision, supports engineering personnel in field, design, drawing production and/or construction specifications and quality control. Performs a variety of defined assignments with some independent judgment required. May provide technical advice to less experienced technicians/ technologists in same area of specialty.

### T3 Senior Technologist

Independently manages design functions on projects. Supervises the activities of other staff in execution of projects. Assists in the recruitment and management of personnel, as required. May assume role of Project Manager on projects. Assists with marketing and client services on a regular basis.

# Classification Guide

## Professional Services

### A Engineer-in-Training

### B Assistant Project Engineer

Engineering or geoscience assignments of limited scope and complexity. Work supervised in detail may give guidance to members-in-training, technicians, technologists, contractor employees, etc.

### C Project Engineer

Independently puts out responsible and varied engineering or geoscience assignments. Work not generally supervised in detail. May give guidance to 1 or 2 other engineers or geoscientists but supervision of other engineers or geoscientists is not usually a continuing responsibility.

### D Supervisory Engineer

First level of direct and sustained supervision over engineers or geoscientists

#### Specialist Engineer

First level of full specialization in complex engineering applications (research, design, product application, sales, etc.)

### E Management Engineer

Has authority over supervisory engineers, geoscientists, or a large group containing both professionals and non-professionals

#### Advanced Specialist Engineer

In addition to specialization, generally exercise authority over a group of highly qualified professionals engaged in complex engineering applications

### F (F+) Senior Management Engineer

Has authority over several related professional groups in different fields, each under a management engineer or geoscientist

#### Senior Specialist Engineer

Recognized authority in a field of major importance and generally exercises authority over a group of highly qualified professionals engaged in complex engineering application



ASSOCIATION OF CONSULTING  
ENGINEERING COMPANIES  
MANITOBA

P.O. Box 1547, Station Main  
Winnipeg, MB R3C 2Z4

Phone: 204.774.5258

Fax: 204.779.0788

[WWW.ACEC-MB.CA](http://WWW.ACEC-MB.CA)