



Vancouver Regional Construction Association
Manufacturers & Suppliers Division Meeting MINUTES

Date: 3:30 – 5pm, October 25, 2023

Location: Virtual via Microsoft Teams

Attendee	Company	Div	
Jeff Adams - MS Division Chair	Fuelex Energy Ltd.	MS	Guests
Steve Bell-Irving	Brafasco	MS	Saleh Tousi, CEO, Smartt
Brodie Muench	Gear Equipment Inc.	MS	Will Hancock, Division Lead & Systems Expert, Smartt
Carlin Letkeman	Aluma Systems Inc.	MS	
Scott Larson	Brafasco	MS	VRCA Staff
Benson Fong	Terrafix Geosynthetics Inc.	MS	Jeannine Martin, President
Douglas Suddaby	Resolution Reprographics	MS	Cecile Lopez, Operations Manager
John Andersen	Kryton International Inc.	MS	Erin Wormald, Member Experience Specialist

Action Items

Item #	Owner	Action	Timeline
MS231025-1	VRCA	Awards of Excellence - Manufacturers & Suppliers submissions JM will send award submission information to attendees and welcome feedback as to how it may be made more accessible and generate more interest in terms of participation. NOTE: See Attachment on page 5 for sample award submission information from the previous year and the sample Manufacturers & Suppliers nominations form.	Completed
MS231025-2	VRCA	Promote Marketplace in our newsletter so members are driven to this to look for options.	By end of Nov
MS231025-3	VRCA	Provide an update on the use of VRCA logo. Here is a link to use the VRCA logo on members' email signature, business cards, and letterhead. https://vrca.ca/wp-content/uploads/Proud-Member-Logo-Colour.png	Completed



AGENDA ITEM	DISCUSSION
1. Welcome & Introductions	Roundtable introductions of attendees.
2. Cybersecurity – Protect your digital data	<p>Presentation: Cybersecurity for Construction Ecosystem</p> <ul style="list-style-type: none"> • Cybersecurity is the practice of deploying people, policies, processes, and technologies to protect organizations, their critical systems and sensitive information from digital attacks (Gartner). Cybersecurity is not about never being attacked, this is impossible. A breach will happen, but what is most important is how you will react. 88% of board members see it as a business risk (2022 Gartner Board of Directors Survey). • Why is it even a threat? Risks and loss include financial loss, loss of confidentiality, loss of availability, loss of reputation, safety risks, disrupted supply chains, regulatory violations • Who’s at Risk? Anyone. Thanks to AI, attacks can be indiscriminate and highly targeted. • What are some common/latest ways to attack? 54% Email/phishing, 29% remote access, 6% other social engineering, 3% 3rd party compromise, 3% other • How can I best defend my organization against cyberattacks? Process: Plan (audit your environment and build a cyber incident response plan), Secure, Train (train employees, build cybersecurity training into onboarding program), Monitor, Test, Backup • Who should be responsible? CIO, CISO, Managed services, 3rd party security assessments or auditor (time & frame check) <p>Q&A</p> <ul style="list-style-type: none"> • Is the consistency of training after training during onboarding effective, how often does the training need to be? A: 1x or 2x a year is recommended as a baseline, once every few months email blast reminder; bigger companies would have simulated attacks
3. VRCA/BCCA/CCA Updates	<p>VRCA</p> <ul style="list-style-type: none"> • About 3 months into my role, focused on advocacy through relationship building, we are building back those relationships starting at the municipal level; the intent is to start a good dialogue to open communications; raising our visibility in general – for instance, I participated in the women in construction panel today for the Burnaby Board of Trade, attended other events and talked about our issues, sharing with them who we represent and why we matter; participated this week in a dialogue about the underground economy with the Ministry of Finance, CRA & WorkSafe BC. • We had the Awards of Excellence gala last week, Awards of Excellence committee commented that we didn’t receive many Manufacturers & Suppliers submissions this year. JM will send award submission information to attendees and welcome feedback as to how it may be made more accessible and generate more interest in terms of participation. • Christmas luncheon will be on December 7, registration opens on November 2.

<p>4. Open Forum</p>	<p>SBI: re attendance to these events/online meetings, what are we doing to further engage people to attend these online calls</p> <ul style="list-style-type: none"> • JM: the process is we send out a notice and ask people to register and only the registrants get the meeting link, what we did this round of meetings is we sent out the invites to the entire divisions so that improved attendance somehow. Jeff and I also talked in advance about inviting someone to give a presentation about something relevant to try to draw people in and engage in some dialogue. • BM: getting engagement requires the face time or requires the initiative to reach out to everybody, trying to engage each company at a personal level might help. <p>DS: what is lacking is the ability for anybody involved in the VRCA to have more structure in terms of developing a B2B relationship. I am a sales guy and my first inclination is to solicit business. We have tried in the past to work with the VRCA to provide some incentive program and due to personnel issues at the VRCA, that fell away. It seems to me that there is no real drive to incentivize members to work together. We provided VRCA with a machine for free and there is no acknowledgment of that.</p> <ul style="list-style-type: none"> • JM: We are constantly looking at creating opportunities for our members to interact. I would be disappointed that we are not giving you some credit about providing us machinery for free or reduced price, I will look into that. • BM: When I first signed up there was a B2B portal on the VRCA website where you could offer products and services at a discount, that was to be revamped, is that active or are there plans for that? • The Affinity program is currently a work in progress, email erin@vrca.ca if you have offerings that want to be included in the webpage. Many things including the Affinity program and the website need a refresh and we are working on that. Perhaps what we can do is promote this Marketplace in our newsletter so members are driven to the Marketplace to look for options. • BM: To join the VRCA solely to attain business isn't the right mindset although it should be a factor involved, the networking is very important. But anybody who is solely in it just to make a sale is looking at the Association wrong but at the same time if there are programs offered and there are incentives out there and they are not taken advantage of, I fully agree with what Doug is saying. <ul style="list-style-type: none"> ○ DS: disagrees, associations are put into place for groups to come together whether it be a direct sale type of thing or you meet someone at an event that you could do business with.
<p>5. Division Update</p>	<p>Overweight Road Regulations</p> <p>BM: spoke with Dave Earle, who passed the information along to the CBSE. There isn't enough manpower or finances to regulate that more and nobody is looking at improving that situation. We are still set on our ways in trying to improve that and have had some success in Ontario, but it seems that we are not in being heard in BC. It's a bit of a gray area, this may be something to bring up in the GC meeting.</p>

6. Other/New Business

SBI: re attendance, will talk to Scott Foran and bring this up at the YCL meeting, start calling some of the members of the YCL to gain traction and put a little power behind it, see how it works and bring it back to the VRCA

J Andersen: if we want to gather some energy around this division, we may want to host a meet & greet with some wine and beer

- J Adams: a meet & greet with just M&S division or M&S host an event? - both, why not host a meet your M&S
- J Adams: we have something like that like the pub night in Langley, but instead of a division, it's a VRCA event; Jeannine and I can discuss if we want just an M&S event and invite other divisions to attend
- BM: the mixers are great, but they are more focused on networking which easily becomes very cliquey; if we wanted more of a hash out ideas, a roundtable discussion over a couple of beers, maybe that's an option; would attend and participate in a trade show type event
- JM: the dialogue is how can we attract people attend, we are happy to keep trying; look at ways we can improve the facilitation for you, have an update for you in the next meeting
- BM: Birdex trade show event that I heard was rather successful, it's a great idea for anybody who has a product

J Adams: are we allowed to use VRCA logo on our business cards or letterhead, to say VRCA member?

- DS: there were decals a decade ago, those can be refreshed
- JM: we can look into that and report back



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Sample Awards of Excellence submission information – Manufacturers & Suppliers (2022)

Cascadia Windows & Doors - 825 Pacific Passive House:

The seven-story 825 Pacific Street project is the tallest Passive House-certified building in British Columbia, and the first Passive House certified arts and culture hub in Canada. To meet project requirements, Cascadia Windows & Doors custom-built high-performance fiberglass frame fixed windows, hopper windows and factory-built storefront glazing. The Passive House Certified window frame was designed and patented by Cascadia, a North American first.

Garibaldi Glass Industries Inc. - Tsawwassen First Nation Youth Centre:

Garibaldi was the glass fabricator for the First Nation Youth Centre in Tsawwassen. The project features a series of complex frit work that artistically illustrates First Nation's heritage art designs, while functionally incorporating 'bird-friendliness' through dotted frit patterns. As art is meant to be intentional, precision of the frit in every lite of the glass was crucial in both the windows and railings. Garibaldi collaborated with the General Contractor to calculate each frit registration point to achieve the desired precision.

View Inc. - Pyrrha Headquarters:

View Incorporated supplied the design, dynamic glass, and control systems for the Pyrrha headquarters. View glass changes tint automatically to manage solar heat gain and control glare without the need for blinds or exterior shade structures. View glass works in conjunction with the project's geothermal system. By eliminating the impact of fluctuating solar heat load, View enables the geothermal system to meet the building's cooling needs and contributes to the project's overall net-zero sustainability goals.

Sample form, not for offline completion.

Visit <https://awardsofexcellence.awardsplatform.com> to enter.

Manufacturer & Supplier

Important: Please note the following points before submitting your nomination:

- The project (or contract entry) must have substantial completion within the two calendar years leading up to March 31, 2023.
- Record the official Company and Project Name along with the nomination payment confirmation number. Should your project win in any category, these names will be used for the press release and on any awards/plaques.
- The judges reserve the right to reassign entries to the category they deem fit. Any company and project that the judges move to an alternate category will be notified in advance of their presentation and will be given the option to present on either the project as a whole or just the trade work and value.

Nomination

Important Dates

- Outstanding nomination deadline: Monday, July 31, 2023 at 5:00pm
- VRCA will review all submissions and use a point-based system to evaluate each nomination.
- One winner in each category will be announced at the Awards of Excellence Gala: Tuesday, October 17, 2023

Additional Information

- Please ensure all details are entered accurately, including Name, Legal Company/Project Name, as this will be used if selected as a finalist.
- You are eligible to submit more than one nomination, as long as all conditions are met.

Support

If you have any questions about the submission process, contact us by email at awards@vrca.ca or by phone at 778-658-5685.

Reminder

Once you have completed your nomination, please check the status to ensure it has been "submitted" and is not still "In progress".

Name of the Nominee/Entry

Nomination confirmation number:

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Legal Name of Project:

Type of Manufacturer or Supplier:

Project Location/Address:

Main Contact:

Phone:

Email:

Were you referred by the General Contractor for this project:

Yes

No

Value of Supplied Materials and/or Services: \$

Date Material/Services started:

Date Material/Services ended:

Project Description:

Why do you think this project is "Worthy of Awards"?

Photos

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Please provide up to 3 representative photos of the nominated project. The images do not require to be professional/hi-resolution but should provide an overall vision of the project. All photographs submitted become the property of VRCA.

Please note: These photos will be used by the judges in the pre-qualification round.



Project Award Criteria & Conditions

ELIGIBILITY

Nomination Period: Project nominations will be accepted online from VRCA members in good standing, between February 1, 2023, and March 31, 2023.

Deadline: To be considered for the 2023 Awards, nominations must be submitted by 5:00pm Friday, March 31, 2023.

Project Eligibility Term: The project must have reached substantial completion between March 31, 2021, and March 31, 2023.

- General Contractors may submit nominations provided they have at least one superintendent or full-time construction manager on their payroll throughout the life cycle of the nominated project.
- Electrical, Mechanical, Trades, and Manufacturers and Suppliers that are not current VRCA members are eligible only if referred by a General Contractor who is a current VRCA member in good standing.
- Once a member company nominates a project, they are not eligible to re-submit the same project.

New for 2023

- **Nomination Limits:** Members are limited to 5 nominated projects per year. Members are encouraged to put forward only their most award-worthy projects.
- **Prequalification Round:** Prequalification is new in 2023. In the prequalification round, judges will determine the top 5 projects in each category. Only these 5 finalists will be asked to present formally to the judging panel. The judges will choose the top 3 - 4 projects in each category as Silver Winners. Companies that do not qualify for the presentation round will be contacted by the VRCA after April 18th.
- **Photos Required with Nomination:** To assist judges in the prequalification round, up to 3 project photos should be submitted. These photos do not need to be high resolution or professional quality. They will be used simply to assist judges in the prequalification round.
- **Nomination Fee:** A nominal fee of \$100 for each nomination will be required before online submission. Method for payment is indicated below.

CRITERIA

Please follow the seven criteria listed below when completing your project submission package for the judges. This information is integral in evaluating the merits of your project.

1) Financial Performance & Bid Method

Information sufficient for the judges to evaluate performance versus budget should be included. If performance varied from plan, please include an explanation.

Include the bidding method used to secure the contract.

Important Note: Do NOT include actual profit dollars or actual margin. Include general information only.

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2) Schedule Performance

Information must be provided to show the project's schedule data and the actual performance relative to the agreed upon schedule.

3) Value Engineering & Innovations

Provide details on innovative practices or products that were deployed on the project. Include specifics on the improvements and benefits realized, financial or otherwise.

4) Challenges & Resolutions

Outline the challenges or unexpected hurdles that were overcome, and how they were resolved.

5) Safety Record

Include a description of your project's safety practices and records, including number of first aids and lost time accidents if applicable. Add any other important safety related information. Note the total crew size working under your contract.

6) Site Co-Operation

Include the communications methods/strategies and co-operation among the stakeholders on this project.

7) Material Management

Include the procurement, delivery, and storage of materials for this project.

OTHER CONDITIONS:

PATENT RIGHTS

If the nominated project contains any feature(s) which is or could be protected by patent rights, the submission must be accompanied by written evidence to show that the necessary steps have been taken to secure the requisite legal protection since neither the sponsor of the award nor the Vancouver Regional Construction Association can assume any responsibility for "prior disclosure" in advance of a patent application.

TRADE AND MANUFACTURER & SUPPLIER (M&S) REFERRALS

General Contractors are welcome to refer trades and M&S firms for an award. All referred trade and M&S members are required to submit their own project nomination following the criteria and conditions to qualify for an award.

Eligibility requirements will apply to all trade submissions.

JUDGING PROCESS

1) A panel of judges appointed by the Board of Directors of VRCA will review all project submissions.

2) The 5 finalists in each category will be contacted by the VRCA after April 18, 2023 to schedule a presentation. The format (virtual or site visit) will be at the discretion of the judging panel. Presentations will take place between Monday, May 29, 2023 and Friday, June 16, 2023.

3) The seven criteria listed above are mandatory in all presentations. Nominees may use the PowerPoint template that will be provided in the prequalification confirmation email for the presentation. Use of the PowerPoint template is preferred whenever possible.

Presenters who do not wish to use the PowerPoint template are required to provide a 1-page fact sheet that addresses the seven criteria. Presenters should prepare to expand on the criteria during their presentation.

Presenters are required to provide a digital copy of their submission to VRCA.

4) Testimonials are welcome. Nominees are encouraged to list certification or rating programs such as LEED, Passive House, etc. that were followed on the project. Include any special challenges these programs presented.

5) Prequalified finalists will be asked to provide VRCA with 3-5 high resolution photos of the nominated project. All photographs submitted become the property of VRCA. These photographs will be used to promote the Awards of Excellence, VRCA and the construction industry. Photographs should be in high resolution eps and jpeg formats. Send your Dropbox invitations or links to FTP sites to awards@vrca.ca.

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- 6) The judges use a point-based system to help evaluate members' nominations and the decisions of the judges are final.
- 7) The judges reserve the right to reassign entries to the category they deem fit. Firms with a project that is moved to an alternate category will be notified in advance of their presentation and will be given the option to present on either the project as a whole or just the trade work and value.

I have read and understood the Criteria & Conditions