

# Price Report for Consulting Engineering Services

**CONFIDENTIAL when completed.**

This Information is collected under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S-19. **COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.**

Si vous préférez recevoir ce questionnaire en français veuillez communiquer avec la personne-ressource ce-bas.

**Please correct the pre-printed information, if necessary, using the boxes below:**

|                  |             |
|------------------|-------------|
| Legal Name       |             |
| Business Name    |             |
| Contact Name     |             |
| Address          |             |
| City             |             |
| Province / State | Postal Code |
| Country          |             |

**Purpose of this survey**

This survey collects financial and wage information that is used to produce price indexes. These indexes measure change in prices for engineering services. Businesses use these indexes to evaluate their performance, to track costs, and to index long-term contracts. Statistics Canada uses them to better measure the volume of activity in the engineering industry. The results of this survey are published in the Construction Price Statistics (Cat No. 62-007) on the STC Internet site ([www.statcan.gc.ca](http://www.statcan.gc.ca)). Your information may also be used by Statistics Canada for other statistical and research purposes.

**Confidentiality**

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the Statistics Act. Statistics Canada will use the information from this survey for statistical purposes.

**Fax or other electronic transmission disclosure**

Statistics Canada advises you that there could be a risk of disclosure during the transmission of information by facsimile or e-mail. However, upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

**Return Procedures**

We ask that you complete and return this questionnaire **within 30 days** of receipt to:

**Statistics Canada  
 Producer Prices Division  
 10th Floor, Jean Talon Bldg  
 Ottawa, Ontario K1A 0T6**

**Record Linkages**

In order to enhance the information you provide in this survey, Statistics Canada plans to combine the responses relating to your organization with the information you previously provided on this survey. Statistics Canada may also combine the information you provide with other survey or administrative data sources.

**Need Help?**

If you require assistance completing this questionnaire or expect delays in returning, please contact:

**Producer Prices Division  
 Telephone: 1-888-951-4550  
 E-mail: [sppi.coneng.ipps@statcan.gc.ca](mailto:sppi.coneng.ipps@statcan.gc.ca)**

**A. Reporting Period**

**Please report information for your fiscal year ending between January 1 and December 31 for the years xxxx & xxxx**

This report covers: No. of months  ending  MM  DD

**B. Main Business Activity**

In the fiscal year reported in Section A, were sales of engineering services the main source of operating revenue for your company?

- B.1  **If yes, please continue to Section C.**
- B.2  **If no - please describe the nature of your company's main business activity and return this questionnaire in the envelope provided.**

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### C. Instructions for Steps 1, 2, 3

For the Fiscal Year indicated, please report your **project-related revenues, expenses and wage changes** in the appropriate table on page 3.

**Geography:** please report for activity contracted or primarily performed at **all locations in Canada by your company**, not the location of the project, **except for Foreign clients**.

**For Foreign clients**, the last category "Foreign" includes ALL TYPES of projects undertaken by **your company** for foreign clients.

**Type of Engineering Project:** please report for activity based on the type of engineering project. Please see E. Reference Guide for Engineering Specializations, last page.

### D. Definitions for Steps 1, 2, 3

#### Definition for Step 1: Project-related Revenue

**Project-related revenue (in Canadian dollars) from sales of engineering services.**

**Include:**

- Fees charged to clients for employees and contract workers for their work on engineering projects.
- Other project-related expenses (cost+mark-up) recovered from clients (e.g. subcontracted services, travel and accommodation).

**Exclude:**

- Revenue earned by your subsidiaries or foreign branches.
- GST and all other taxes collected for remittance to a government agency.

#### Definition for Step 2: Project-related Expenses

**Project-related expenses (in Canadian dollars) incurred for work on engineering projects.**

**Include:**

- Direct project-related expenses reimbursed and non-reimbursed by clients.

**Exclude:**

- All overhead expenses (e.g. wages and benefits of non-chargeable administrative staff, building occupancy costs, purchased services such as legal and accounting services).
- GST refunded by government.

#### Definition for Step 3: Average of Annual % Changes in Salaries and Wage Rates

**Please report your company's overall average of annual percentage changes (+, -, 0) in salaries or wages.**

**Include:**

- Salaries or wages paid to employees and contract workers whose time was charged to engineering projects.

**Exclude:**

- The salary or wage changes for general and administrative staff.

**Example:** Your company has 3 employees who can charge their time to engineering projects. Two of these employees received annual increases of 1% and 5%. The third employee did not get an increase (0%).

The sum of the three wage rate changes (1%+5%+0%) is 6.0%

When you divide by the number of employees (6% / 3 employees), the result is an average of annual % changes in wage rates of 2.0%.

**For your fiscal year ending:**

| Type of Engineering Project  | Code | STEP 1                   | STEP 2                   |
|--|------|--------------------------|--------------------------|
|  |      | Project-related revenues | Project-related expenses |
| Note: The last category "Foreign" includes all types of projects undertaken by your company for foreign clients. |      |                          |                          |
| Buildings  | 21   | \$                       | \$                       |
| Transportation   | 34   | \$                       | \$                       |
| Municipal Services   | 56   | \$                       | \$                       |
| Environmental Services   | 7    | \$                       | \$                       |
| Mining, Metallurgy, and Primary Metals   | 8    | \$                       | \$                       |
| Pulp and Paper   | 9    | \$                       | \$                       |
| Oil, Petroleum and Natural Gas   | 10   | \$                       | \$                       |
| Power Generation and Transmission  | 11   | \$                       | \$                       |
| Other Industrial Services  | 12   | \$                       | \$                       |
| Other Engineering Services   | 13   | \$                       | \$                       |
| Foreign  | 70   | \$                       | \$                       |
| Total  |      | \$                       |                          |

Please report the overall average of annual percentage changes (+, -, 0) in the salaries or wages paid to employees and contract workers whose time was charged to engineering projects.

|               |
|---------------|
| <b>STEP 3</b> |
| %             |

Exclude the salary or wage changes for general and administrative staff.

FOR INFORMATION ONLY

## E. Reference Guide for Engineering Specializations

|   |  |
|---|--|
| <b>21. Buildings</b>                            | Structural, mechanical and electrical engineering for the construction, repair or renovation of commercial, public, institutional and residential buildings; building science  |
| <b>34. Transportation</b>                       | Construction or repair of structures for air, rail, water, or land transportation-related studies and planning. Note: please report shipbuilding and aerospace projects under Other Engineering Projects                         |
| <b>56. Municipal Services</b>                   | Water supply and treatment storm water control; sewage treatment, waste disposal; urban/regional planning and development; construction of municipal facilities (community facilities, lights, parking, etc.)                    |
| <b>7. Other Environmental Services</b>          | Environmental monitoring and impact assessment studies; development of standards for environmental protection; pollution control and hazardous or dangerous waste management; meteorology; oceanography; permafrost engineering  |
| <b>8. Mining, Metallurgy and Primary Metals</b> | Exploration, extraction and processing of metallic and non-metallic minerals   |
| <b>9. Pulp &amp; Paper</b>                      | Forest management; extraction and processing of forest resources   |
| <b>10. Oil, Petroleum &amp; Natural Gas</b>     | Exploration, extraction, processing and distribution of oil and gas resources  |
| <b>11. Power Generation &amp; Transmission</b>  | Power generation and transmission; studies in energy use or conservation and in the use of alternative energy sources  |
| <b>12. Other Industrial</b>                     | Construction, renovation or repair of industrial plants and buildings; development of manufacturing processes and products; communications computer technology, electronics and materials handling                               |
| <b>13. Other Engineering Services</b>           | All other engineering projects not included in the previous categories. Examples include agriculture and rural development, fisheries, shipbuilding, aerospace, engineering, surveying, geology, and geophysics and construction |
| <b>70. Foreign</b>                              | All types of engineering projects undertaken by your Canadian offices for foreign clients  |

## F. Comments (If more space is required, please attach a separate sheet.)

We welcome any suggestions that you may have for improving our survey of prices for consulting engineering services. We would appreciate your comments on the following topics.

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Questionnaire content</li> <li>• Appropriateness of terminology</li> <li>• Comprehension of questions (e.g. through definitions, instructions, examples, etc.)</li> </ul> | <ul style="list-style-type: none"> <li>• Layout of the questionnaire</li> <li>• Timing of receipt of questionnaire</li> </ul> |
|--|---|

## G. Certification (certify that the information contained herein is complete and correct to the best of my knowledge.)

|   |           |                |                |
|---|-----------|----------------|----------------|
| Signature of authorized person  |           | Date completed |                |
| <b>Name of person to contact for further information (please print)</b> |           |                |                |
| First Name  |           | Last Name      |                |
| Title   |           |                |                |
| Telephone No.   | Extension | Fax No.        | E-mail address |

|   |              |  |
|---|--------------|--|
| <b>Reporting Month</b><br>Please indicate the month in which we should mail your questionnaire next year. | <b>Month</b> |  |
| How long did you spend collecting and reporting the information needed to complete this questionnaire?    | <b>Hours</b> |  |

Please return this questionnaire in the envelope provided.  
Please make a copy of this completed questionnaire for your records.



## Thank you for your cooperation