



## Mission Statement

*“For the betterment of our industry, the Construction Association of Rural Manitoba provides services and representation to its members. C.A.R.M. acts as a liaison between its members and consumers of construction services and, other interested groups.”*

C.A.R.M. represents approximately 200 companies located primarily in rural Manitoba: companies that are involved in, or supply to the Construction Industry.

C.A.R.M. offers a variety of services to its members and employees:

- We gather and then disseminate to member companies, information on construction projects to be tendered.
- We publish a weekly Project News.
- We maintain a “plan room” that carries plans and specification for more than 500 projects tendered each year.
- We operate an Online Planroom providing the most up-to-date tendering process as an option to our members.
- We provide tender-closing services for Defence Construction.
- We provide Marketing services on behalf of member companies through:
  - ~ our Membership Roster & Buyer’s Guide published annually
  - ~ our Rural Report published quarterly
  - ~ promotion of several projects, in conjunction with other industry partners.
- We offer a **competitive industry specific group health and disability plan** and a range of money-saving programs including: motel, car and truck rentals, telephone, fuel savers, office supplies, computer equipment/services discount packages and discounted tendering documents, plan reproduction and archival service.
- We practice advocacy on behalf of our members, and for the industry generally, promoting proper standards and practices, and seeking appropriate regulations and legislation.
- We provide training and education for member companies’ principles and their employees.
- We encourage, through initiatives such as Career Symposium and through our in-house scholarship program, the entrance of Manitoba youth into our industry.
- We maintain a library of current legislation, construction-related documents and building codes: we offer interpretation of this information as necessary.
- We provide Commissioner for Oaths service free to our members.
- We provide networking opportunities through our annual social functions such as curling bonspiel, golf tournament, banquet.
- We maintain an inventory of Standard CCA/CCDC Contract documents and offer preferred prices to our members.
- We provide our fully-equipped Conference Room for rental at preferred rates to our members.

***For more information check out our website at [www.carm.ca](http://www.carm.ca)  
or call our office at (204) 727-4567.***

***\*Note: Some services are dependant upon type of membership purchased.***

# MEMBERSHIP

The Construction Association of Rural Manitoba Inc. offers three different membership options:

**SUSTAINING MEMBERSHIP** ~ primarily for those companies that are NON construction related firms (i.e. banks, lawyers, accountant, hotel, etc.) or are strictly residential or normally tender less than 10 commercial/industrial projects per year.

***Sustaining Members receive:***

1. "in-house" use of planroom for take-off subject to a \$40 user fee per project.
2. individualized project tracking; your indication of intention to bid will result in staff monitoring a project for you (i.e. same day notification of extensions, addenda issued, additional bidders, final bidders list.
3. Manitoba Bid Depository service; documents and pick-up fees at member pricing.
4. receive quarterly newsletter 'Rural Report'.
5. inclusion in the annual Membership Roster & Buyer's Guide including your 'alpha' listing and up to 3 free trade listings in the classified Buyer's Guide. (600 copies of this publication are distributed, free-of-charge to purchasers of construction goods and services).
6. available for various discount programs (i.e. fuel, long distance, work clothes, motels).
7. discounted rates on plan photocopies and archival service.
8. access to Group Benefits Plan.
9. Commissioner-for-Oaths service free.
10. access to Lending Library, Education and Training.
11. interaction with your peers (regularly scheduled social events like the Annual Banquet, Golf Tournament and Mixed Funspiel.

**FULL BIDDING SERVICE** ~ for those construction companies actively tendering over 15 projects per year.

***Full Bidding Members receive:***

1. all the benefits of Sustaining Membership.
2. use of the planroom for "in-house" take-off or plan booking privileges to reserve plans/specs for use in members' premises, at no additional charge.
3. weekly Project News.
4. free access to Project Tender List on CARM Website

**ON-LINE PLANROOM SERVICE** ~ for those construction companies that actively tender over 15 projects a year and would like to view plans and specifications on-line.

On-Line Members receive:

1. all the benefits of Full Bidding Membership
2. unlimited access to the on-line planroom service.

# ***ELECTRONIC PLANROOM***

## **On-Line Planroom**

April of 2003 CARM launched an OnLine Planroom service for members and subscribers. You can now view plans, specifications, bid reports, addenda via your computer ~ anytime, anywhere! Or you can print off copies on your own printer or order large plan copies from CARM.

All projects normally available in our planroom will be available online. To access the service you need a basic computer with Internet access. The system works equally well with a dial-up or high-speed cable internet connection. You do not need to buy any software.

CARM provides free training sessions to train you and your staff as well as a free trial membership package so you can log on and give it a try!

For those companies that choose to remain doing their take-off from hard-copy our planroom will still carry a full slate of projects in hard copy format.

## **Plan Room Operations/Rules**

- Sustaining and Project Notification Service members must do their take-off “in-house” between the hours of 8:00 a.m. and 4:300 p.m. There is a user fee of \$40 per project for each take-off.
- Full Bidding Members may do their take-off “in-house” or book plans out for the day or for over-night.
- **DAY BOOKINGS:** plans can be picked up after 9:00 a.m. and must be returned by 3:00 p.m. the same day.
- **NIGHT BOOKINGS:** plans can be picked up after 3:30 p.m. and must be returned between 8:30 a.m. - 9:00 a.m. the next morning.

### ***Plan Room Hours***

**8:00 a.m. - 4:300 p.m. ~ Monday - Friday**

# ***COMMUNICATIONS***

All CARM members will receive the following communications:

- Newsletter that keeps you “up-to-speed” with industry happenings as well as CARM Executive, Board of Directors and Standing Committees’ news.
- your copy of the annual Membership Roster & Buyer’s Guide and regular updates.
- bulletins detailing changes in government regulations and legislation, noting changes in industry standards and practices.
- toll free telephone access to association offices/staff.
- invitations to workshops, training sessions, Annual General Meeting, social events.

# ***CO-OP PROGRAMS***

All members are eligible for our co-op programs which include the following:

- discounted pricing on gasoline and diesel fuel.
- discounted pricing on motels.
- discounted pricing on work clothes.
- discounted pricing on office supplies.
- discounted pricing on archival services.
- discounted pricing on blueprint reproduction.
- a very competitive, industry-specific health, dental and disability group plan.
- free Commissioner-for-Oaths service.

## ***EDUCATION & TRAINING***

- welding and carpentry Trades Qualification Courses.
- other industry-specific training: blueprint reading, estimating, introduction to computers, Building Codes, Regulations and Trade Definitions, Bonding, Electronic Planroom, Builders' Lien Act.
- liaison with community colleges and private trainers.
- access for employees to association scholarship program.
- access to Construction Safety Association of Manitoba program.

# ***LENDING LIBRARY***

We maintain a library of current legislation, construction-related documents and building codes including the following resource material:

- Defence Construction Canada/Standard Construction Contract Documents
- Public Works & Government Services Canada/Standard Acquisition Clauses and Conditions
- National Research Council's Canadian Building Digests, Registry of Product Evaluations, Construction Innovation Newsletter
- National Building Code
- National Fire Code
- National Plumbing Code
- McGraw Hill Construction Sweets Catalogue File
- CMHC Publications
- variety of monthly construction-oriented publications