Projacs
an egis company
بروجاكس للتدريب والتطوير
Projacs Training and Development

Construction Management - Design, Execution and Supervision

ادارة التشييد - تصميم وتنفيذ والاشراف على المشاريع

1-5 June 2020

Barcelona / Spain

A Member of:
PROJACS ACADEMY

ProjacsAcademy.com

Introduction

Construction management involves making decisions and the timely flow of information and decisions to enable completion of the project as required by the contract documents including review and observation of the construction project. This is important to the Owner and contractor not only to determine that the work is proceeding in conformity with the contract documents, but also because it allows a final opportunity to detect any inaccuracies, ambiguities or inconsistencies in the design.

Objectives

The objective of the program is to improve construction contract management by providing education related to the management and enforcement of contract requirements during the construction phase of the project.

Who Should Attend?

The course is designed for those individuals involved in construction management, including Engineers, Contract Administrators, Property Managers, Architects, Interior Designers, Specification Consultants, and Building Authorities.

Course Outline

Day One

Construction Project Management
Construction Project Life Cycle

- Pre-project phase
- Planning and design phase
- Contractor selection phase
- Project mobilization phase
- Project operations phase
- Project closeout and termination phase

Pre-project phase

- Selection of project delivery system
- Traditional design–tender–build
- Design–build
- Construction manager
- Project manager
- Document and construct
- Separate prime contracts
- Turnkey
- Build–own–operate–transfer
- Joint venture
- Force account
- Phased construction
- Selection of type of contract
- Lump sum/fixed price
- Unit price/measure and value
- Cost plus
- Time and materials

Day Two

Planning and design phase

- Planning and feasibility study stage
- Consultant selection
- Program development
- Identification of alternatives

- Site investigation
- Constructability analysis
- Preliminary cost estimate
- Financial feasibility analysis
- Design stage
- Schematic design
- Design development
- Contract document development stage
- Drawings
- General conditions
- Special conditions
- Technical specifications
- Schedule of quantities
- Invitation to tender
- Instructions to tenderers
- Tender form
- Agreement
- Surety bond forms and insurance certificates

Day Three

Contractor selection phase

- Methods for contractor selection
- Pre-qualification/post-qualification
- Open tender
- Invited tender
- Negotiation
- The contractor's tender decision
- Considerations in deciding to tender
- Preliminary job planning
- Method statement
- Constructability analysis
- Jobsite visits and checklists
- Preliminary schedule
- Pre-tender meetings
- Cost estimating
- Levels of detail
- Rough order of costs
- Preliminary assessed costs
- Firm estimate of costs
- The estimating process

- Elements of net project cost
- Labor
- Materials
- Equipment
- Subcontract work
- Provisional and prime cost allowances
- Site overheads
- Company overheads
- Proposal preparation, submittal and opening
- Submittal and opening process
- Selecting the successful contractor
- Criteria
- Qualifications
- Notice to proceed and contract agreement

Day Four

Project mobilization phase

- Permits, consents and licenses
- Bonding
- Insurance
- Work breakdown structure
- Bar charts
- Network schedules
- Budgeting and cost systems

Project operations phase

- Monitoring and control
- Schedule updating
- Cost control
- Cost reports
- Quantity section
- Cost section
- Quality management
- Documentation and communication
- Submittals
- Variations
- Measurement, progress payments and retainage
- Contract documentation
- Communication records
- Project status documentation

- Correspondence
- Materials management
- Financial management
- Legal issues
- Claims process
- Dispute prevention and resolution
- Dispute prevention
- Differing site conditions
- Delays
- Contract termination

Day Five

Project closeout and termination phase

- Introduction
- Completing the work
- Closing out the project
- Consent of surety
- Final quantities
- Request for final payment
- Liquidated damages
- Final payment and release of retainage
- Final accounting and cost control completion
- Certificates
- As-built drawings
- Operating and maintenance manuals
- Records archiving and transfer
- Training sessions
- Warranties, guarantees and defects liability period
- Post-project analysis, critique and report

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation
- slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- Technical Session 08.30-10.00 am
- Coffee Break 10.00-10.15 am
- Technical Session 10.15-12.15 noon
- Coffee Break 12.15-12.45 pm
- Technical Session 12.45-02.30 pm
- Course Ends 02.30 pm

Course Fees*

- **3,950USD**
  **VAT is Excluded If Applicable*

مقدمة

إدارة البناء تتضمن اتخاذ القرارات وتدفق المعلومات والقرارات في الوقت المناسب لتمكين إنجاز المشروع على النحو المطلوب في وثائق العقد بما في ذلك مراجعة ومراقبة مشـــروع البناء. وهذا أمر مهم للمالك والمقاول ليس فقط لضمان سير العمل وفقا لمستندات العقد، ولكن أيضا لأنه يعطي فرصة أخيرة للكشف عن أي عدم دقة او التناقضات في التصميم.

الاهداف

ان الهدف من البرنامج هو تحسين إدارة عقود البناء من خلال التعرف على كيفية إدارة وتنفيذ شروط العقد خلال مرحلة بناء المشروع.

الحضور

تم تصميم هذه الدورة لأولئك الأفراد المشاركين في إدارة الإنشاءات، بما في ذلك المهندسين، مديري العقود، ومديري العقارات والمهندسين المعماريين ومصممي الديكور الداخلي، مواصفات الاستشاريين، ومديريات البناء