

Liverpool John Moores University

Title: BUILDING SERVICES PROJECT MANAGEMENT
Status: Definitive
Code: **5000BEFD** (108462)
Version Start Date: 01-08-2011

Owning School/Faculty: Built Environment
Teaching School/Faculty: Liverpool Community College

Team	Leader
Derek King	Y

Academic Level: FHEQ5
Credit Value: 12.00
Total Delivered Hours: 18.00
Total Learning Hours: 120
Private Study: 102

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	12.000
Tutorial	6.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Report based on the record of work based experience of the students.	100.0	

Aims

To provide knowledge and understanding of the principles and application of management of Building Services project/contracts.

To enable students to demonstrate both knowledge and understanding of procurement and project management. Learners will be required to apply, analyse and evaluate the processes of management, effects of project management and identify opportunities for improvement.

Learning Outcomes

After completing the module the student should be able to:

- 1 Define and appraise the objectives, concepts and practice of project/contract management.
- 2 Demonstrate expertise in the procedures and processes involved in procuring projects, producing tenders and estimates, and the factors that affect profitability.
- 3 Demonstrate an understanding of the principles, structures, relationships and communications involved in the effective delivery of building services engineering projects/contracts.
- 4 Analyse and apply cost forecasting, control and reporting techniques in building services engineering project/contract delivery.
- 5 Demonstrate expertise in the planning and programming of building services engineering projects and in the application of systems for production control, co-ordination and monitoring.

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

REPORT	1	2	3	4	5
--------	---	---	---	---	---

Outline Syllabus

Objectives, concepts and practice of project/contract management: definition of project management, project objectives in terms of prestige, profitability, expectations and quality. Project cycles from project conception to post handover phase. Identification of requirements for: managerial skills, technical knowledge and abilities, inter-personal skills, delegation, negotiation, decision-making, planning and clarity of thinking.

Procedures and processes involved in procuring projects, producing tenders and estimates, profitability: sequence and processes involved in procuring projects. Estimating and Tendering, cost predictions, cost/quality analysis. Techniques, processes and procedures required to produce estimates and tenders. Cost factors within contract bids. Profitability, cost factors that make up profit within a contract and their relative impact on profitability, cost benefit analysis techniques, cost allocation. Factors which affect profitability including materials procurement, contract terms, contract conditions, human resources, relationships, time and quality.

Principles, structures and relationships involved in the effective delivery of building services engineering projects: Relationships: team working, leadership of teams, decision making, team membership, stages of team formation, management of the workforce and subcontractors, site induction, training and competence. Importance of effective communications: effective formal and informal communications structures, forms of communication, written, visual, oral ICT, management of information, meetings, reporting.

Cost forecasting, control and reporting techniques: site cost control and cost

forecasting, cash flow, profit, return, cost, value. Liquidity, borrowing, working capital, profitability, cost and value reconciliation, value-time and cost-time relationships. Variance analysis, module costing, marginal costing, variable costs, standard costing, absorption costing. Break-even analysis, estimated, target and actual costs. Planning and programming: reasons for planning, method statements, pre-contract, pre-tender, project, short and long term planning. Programming: bar charts, linked bar charts, network analysis, precedence diagrams, line of balance, time-change diagrams. Systems for production control, co-ordination and monitoring: systems for production control and co-ordination. Progressing: control, implementation, control and co-ordination of subcontractors. Site information, site meetings, site diaries.

Learning Activities

Lectures and tutorials.

References

Course Material	Book
Author	Parsloe, C. & Wild, L.G.
Publishing Year	1998
Title	Project Management Handbook for Building Services
Subtitle	
Edition	
Publisher	BSRIA
ISBN	086022502X

Course Material	Book
Author	Ashworth, A. & Willis, J.
Publishing Year	2002
Title	Pre-contract Studies Development Economics, Tendering and Estimating
Subtitle	
Edition	
Publisher	Blackwell Science
ISBN	0632064722

Course Material	Book
Author	Cooke, B. & Williams, P.
Publishing Year	2004
Title	Construction Planning, Programming and Control
Subtitle	
Edition	2nd Edition

Publisher	Blackwell Publishing
ISBN	1405121483

Course Material	Book
Author	Wild, J.
Publishing Year	1997
Title	Site Management of Building Services Contractors
Subtitle	
Edition	
Publisher	Spon Press
ISBN	0419204504

Course Material	Book
Author	Lavcender, S.D.
Publishing Year	1996
Title	Management for the Construction Industry
Subtitle	
Edition	
Publisher	Longman
ISBN	0582262356

Course Material	Book
Author	CIOB
Publishing Year	2002
Title	Code of Practice for Project Management
Subtitle	
Edition	2nd Edition
Publisher	Blackwell Science
ISBN	1405103094

Course Material	Book
Author	Milton, D., Rosenau, G. et al
Publishing Year	2005
Title	Successful Project Management
Subtitle	
Edition	4th Edition
Publisher	John Wiley & Sons Inc
ISBN	047168032X

Notes

The assessment of this module is via a report to demonstrate achievement of the learning outcomes based on the work experience gained in the students employment or work placement. The student in all cases should have a nominated workplace mentor or supervisor. The mentor must be familiar with the programme and modules and will be required to authenticate the work as being the learners own work. The

tutor, the learner and the mentor should liaise to verify the suitability of work-based evidence. Assessment of this unit will start in the first year of the programme but since the assessment is to be based of experience gained in the workplace it is likely that the assessment may extend into the second year of the programme.