

Liverpool John Moores University

Title: CONTRACT ADMINISTRATION
Status: Definitive
Code: **5015BEUG** (102761)
Version Start Date: 01-08-2011

Owning School/Faculty: Built Environment
Teaching School/Faculty: Built Environment

Team	Leader
Amr Sourani	Y

Academic Level: FHEQ5
Credit Value: 12.00
Total Delivered Hours: 36.00
Total Learning Hours: 120
Private Study: 84

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	24.000
Tutorial	6.000
Workshop	6.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Case Study based project	50.0	
Test	AS2	In class test	50.0	

Aims

To establish competence in the practice of contract management for building and maintenance contracts from a designer/client perspective.

To enable students to develop knowledge and skills in order to improve the practice of contract management.

to develop an understanding of the legal framework in which the practice of contract management must be undertaken.

Learning Outcomes

After completing the module the student should be able to:

- 1 Analyse the roles and relationships of project participants.
- 2 Evaluate the implications of the legal system to contract management practices.
- 3 Analyse procurement techniques that are used in the UK Construction Industry and determine the most appropriate systems in given scenarios.
- 4 Prepare basic contract programmes for construction works using IT software, and from this information prepare schedules and cost plans.
- 5 Evaluate the systems available for the control and monitoring of construction works with regard to cost, time and quality.

Learning Outcomes of Assessments

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

CASE STUDY	2	4	5
IN CLASS TEST	1	3	

Outline Syllabus

The RIBA plan of work.

The client/contractor interface:

The role of the client, designer, planning supervisor, contractor, quantity surveyor, PQS and subcontractors.

Project documentation:

Drawings, specifications, schedules, construction contracts.

Control of construction works:

Basic programming techniques, cash flow forecasting, short term planning and monitoring. Health and Safety from a designer and client perspective.

Post contract control:

Certification and payments, variations and extra work, delay and disruption, extension of time, quality and supervision, final accounts.

The impact of the Latham, Egan and Accelerating Change reports.

Key Performance Indicators.

Conflict Management.

Learning Activities

Lectures, tutorials and IT workshops.

References

Course Material	Book
Author	Riley M., Cotgrave A.
Publishing Year	2003
Title	Construction Technology 2
Subtitle	
Edition	
Publisher	Palgrave
ISBN	

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

Course Material	Book
Author	Walker A.
Publishing Year	2002
Title	Project Management in Construction
Subtitle	
Edition	4th
Publisher	Blackwell
ISBN	

Course Material	Book
Author	Emmit S., Gorse C.
Publishing Year	2003
Title	Construction Communication
Subtitle	
Edition	
Publisher	Blackwell
ISBN	

Course Material	Book
Author	Latham M.
Publishing Year	1994
Title	The Latham Report
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Book
Author	Egan J.

Publishing Year	1998
Title	The Egan Report
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Book
Author	Egan J.
Publishing Year	2002
Title	Accelerating Change
Subtitle	
Edition	
Publisher	
ISBN	

Notes

This module develops an understanding of, and competence in, the administration of buildings and maintenance projects from inception to final account.