

Liverpool John Moores University

Title: CONTRACT ADMINISTRATION AND SITE MANAGEMENT
Status: Definitive
Code: **5510UGIM** (118722)
Version Start Date: 01-08-2011

Owning School/Faculty: Built Environment
Teaching School/Faculty: Isle of Man College

Team	Leader
Mohd Nazali Mohd Noor	

Academic Level: FHEQ5
Credit Value: 24.00
Total Delivered Hours: 48.00
Total Learning Hours: 240
Private Study: 192

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	48.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	AS1		50.0	
Test	AS2		50.0	

Aims

To establish competence in the practice of contract management for construction projects from both designer/client and contractor perspectives

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

To develop knowledge of both the management and day-to-day issues that affect construction project

To understand the key drivers and enablers for successful construction projects

To be able to demonstrate the principles and practice of good project management

Learning Outcomes

After completing the module the student should be able to:

- 1 Analyse and understand the roles of and relationships between members of the project team.
- 2 Evaluate the implications of the legal system, culture and context to contract management practices and methodologies
- 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 suitable for tendering.
- 5 Evaluate the systems available for the control and monitoring of construction works with regard to cost, time, quality and risk, and understand how these apply to different projects

Learning Outcomes of Assessments

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

ESSAY	1	2	3
TEST	4	5	

Outline Syllabus

- Context of Construction – the project team, legal framework, health & safety, culture and context*
- Contracts – form, type, selection, operation and documentation*
- Forms of Contract JCT , NEC contracts*
- RIBA , CIAT contractual administration forms*
- Project Management - principles, tools and methodologies*
- Management Issues – cost and risk management, day-to-day issues, tools and techniques to maintain delivery*

These elements will be considered with regards to cost, time, quality and risk.

Learning Activities

Lectures and tutorial workshops, supported where possible with site visits, guest lectures and videos.

Students should supplement their lecture notes with background reading; journals, digests, trade literature and also use the material that is available through electronic databases and manufacturers.

References

Course Material	Book
Author	Hackett, M, Robinson, I, Statham, G
Publishing Year	2006
Title	The Aqua Group Guide to Procurement, Tendering and Contract Administration
Subtitle	
Edition	1st
Publisher	Wiley-Blackwell
ISBN	1405131985

Course Material	Book
Author	Murdoch, J, Hughes, W
Publishing Year	2008
Title	Construction Contracts – Law and management
Subtitle	
Edition	
Publisher	Taylor & Francis
ISBN	041539368

Course Material	Book
Author	Harris, F, McCaffer, R
Publishing Year	2006
Title	Modern Construction Management
Subtitle	
Edition	6th
Publisher	Blackwell
ISBN	1405133252

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

Course Material	Reports
Author	Egan J
Publishing Year	1998
Title	The Egan Report
Subtitle	

Edition	
Publisher	
ISBN	

Course Material	Reports
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 and delivery of successful construction projects from inception to completion. It focuses on both management level issues and the practical day-to-day challenges, from both a client and contractor perspective.