

Construction Estimation & Tendering

MASTERCLASS



Date & Location

23-24 November 2020
Protea Hotel, Fire & Ice, Menlyn, Pretoria

**Kindly find the
attached COVID19
protocol in the link
down below**

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Estimating is considered an art and it is imperative to have a full understanding of the market. There is more to it than just tossing some numbers together and winning a tender. The technical requirements, general requirements, escalation requirements and complete understanding of the scope of work are crucial in construction estimation.

The tender process often adds the pressures faced by professionals in the industry. Delays, poor documents, inaccurate estimations on value of work, ill-equipped staff managing tenders, and risks being passed onto Contractors are just a few of the challenges.

This 2-day workshop will endeavour to take the delegates through the process of tendering and construction estimation to ensure handover to the site is smooth

should the tender be successful. You will discuss how to develop strategies for preparing well-researched bids, how to mitigate risks and how to effectively engage all participating stakeholders. Delegates will also be able to understand the conditions of their contracts and how to modify them in ways that are mutually beneficial without taking on excessive risk.

ATTEND AND GAIN PRACTICAL INSIGHTS INTO:



- Understanding the critical factors crucial to estimating
- Risk mitigation strategies
- Understand how to interpret tender requirements
- Discuss different pricing strategies
- Examine the ways to prepare an estimate
- Gaining knowledge of construction contract
- Interpreting tender documentation requirements
- Understanding Concrete and Formwork Methodology



EXPERT FACILITATOR

Dr. Daniel Basch

Daniel Basch has an LLB, BComm (DMU) an MBA (DMU) and an BEng (Hons) (DMU). Daniel views the wealth of knowledge and experience in his possession as gifts that allow him to not only teach, but to relate.

Through determination, patience and tenacious thinking, Daniel can overcome all obstacles in search of the truth. His ability to reason and rationalize combined with earnest enthusiasm make him a proficient and vibrant speaker.

As a trainer and facilitator, Daniel can draw from a depth of knowledge. He has gone from sculpting young minds as a Computer Science, History and Life Orientation teacher to shaping the face of business today. He has led numerous training companies to success in the capacity of CEO as well as lecturing at CIDA City Campus and Walter Sisulu University, driving firm social and ethical principles through understanding and co-operation.

In the private sector Daniel has been an esteemed member of the Johannesburg Chamber of Commerce since 1984 and is highly valued member of the association of CompTia®, whose dedication to the highest standards of professionalism in the technology community is worthily notable.



This course is designed for managers, executives wanting to consolidate their skills and broaden their career options in the engineering field

- Senior Estimators
- Quantity Surveyors
- Technical Services
- Estimators
- Cost Engineers
- Cost Estimators
- Project Engineers
- Project Managers
- Construction Managers
- Planners
- Procurement and supply chain operatives

Heads of:

- Project Management
- Construction & Engineering
- Change Management
- Corporate Planning & Development

Course Agenda

Session 1

The critical factors crucial to accurate estimating

- Understanding the scope of work
- Costing build-up of the scope (through work sheets, software, etc)
- Scheduling (time-frame) of the scope
- Understanding the various construction processes
- Make-up of various cost elements
- Understanding time and motion study data

Session 2

Knowledge of Construction Contracts

- JBCC
- FIDIC
- NEC4

Session 3

Types of Construction Estimates

- Order of Magnitude (OOM)
- Feasibility Study
- Budget
- Definitive

Session 4

Interpreting tender documentation requirements

- Submitting complete, compliant and competitive tenders
- Meeting turnover and profit requirements
- The Bills of Quantities that have to be priced
- Handling inconsistencies and conflicting information

Session 5

Developing and agreeing on a strategy for pricing the tender

- Obtain a competitive edge in submissions
- Geographic edge
- Knowledge of client
- Knowledge of competitors
- Alternative designs
- Estimated budget for the work
- Estimated timeframe for work

Session 6

Identifying risks and strategies for mitigation of risks

- Identification of risks
- Threats and opportunities associated with the project
- Risk mitigation
- Tender review procedures

Session 7

Tender stakeholder engagement

- Key internal stakeholders identification
- Key external stakeholders identification
- Strategic partnerships
- Supplier / Vendor engagement
- Customer engagement

Schedule

08:30:	Registration and coffee
9:00:	Morning session begins
10:30 - 10:50:	Morning refreshments and
12:30 :	Networking luncheon
13:30:	Afternoon session begins
15:00 - 15:20 :	Afternoon refreshments and networking break
16:30 :	Course concludes

All timings are approximate due to the interactive nature of the course

Delegates must come with own laptop

Course Agenda

Session 8

Data Required for Preparing an Estimate:

- Technical:
 - Standards used
 - Battery limits
 - Specifications
 - Technical drawings /schematics
 - Data sheets
- Commercial:
 - Scope of work
 - Construction schedule / programme - Standard conditions of contract
 - (NEC4, FIDIC, etc.)
 - Specific conditions of contract
 - Type of tender (order of magnitude, - Feasibility, budget, definitive, etc.) - Type of contract (lump-sum, remeasurable, - Cost reimbursable or cost-plus, etc.) - All stakeholders (owner / client, consultants, Contractors, vendors, preferred suppliers, etc.)

Session 9

Performing Subcontractor Adjudication process

- Reading Quotations
- Ensuring that all qualifications are addressed costs (taxes, contingencies, etc.)

Session 10

Steps in Preparation of an Estimate (Direct Costs):

- Reading and note taking
- Data collection and sourcing
- Site inspection
- Take-off's
- Sourcing material pricing from the market
- Calculating labour norms (speeds) for the estimate (direct labour costs)

Session 11

Steps in Preparation of an Estimate (Indirect, Home Office and Other Costs):

- Calculating P&G's (indirect costs)
- Calculating home office costs
- Calculating other

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