

Costing and Contracts

Module Descriptor

Module Code: BSP7CAC

Version: 8.00

Status: Final

Date: 22/07/2020

Summary Module Details

Module details

Module Title: Costing and Contracts

Module Leader: Lesley Callander

Module Mode: Supported online learning

Semester: Autumn (UK)

Level: 7

Credits: 20

Learning Hours: 200

Contact & Study Hours

Directed Study Time: 60hrs (30%)

Self-directed Study Time: 70hrs (35%)

Assessment Study Time: 70hrs (35%)

Assessment Type

Coursework: 100%

Computer Marked Assessment: 0%

Self-directed Research Project: 0%

Portfolio: 0%

Module summary

This module provides students with a comprehensive understanding of the role of a building surveyor in relation to project cost control and contract administration. This will be considered from the point of the Client. The module covers inception of a construction project, through both pre- and post-contract phases. The importance of considering life-cycle costs and the impact of design and specification are considered.

Taken on which programmes

MSc Building Surveying (C)

Core (C) or Elective (E)

Module Aims

This module aims to examine in an international context:

- The provision of cost advice during the pre- and post-contract phases of a construction project within the context of the client brief.
- Contractor selection, pricing of construction work and preparation of tenders.
- Administration of contracts during the pre- and post-contract phases of a construction project, and consideration and analysis of key contractual issues.

Module Learning Outcomes

LO1. Critically evaluate the principles of project and cost control, and how design solutions impact on initial and life-cycle costs, and the methods used to establish these costs.

LO2. Critically analyse the factors that can affect the pre- and post-contract costs and the administration of cost control including the effect on the client brief.

LO3. Critically synthesise solutions to costing, procurement and contract issues, contractor selection and financial control.

LO4. Demonstrate a critical appreciation of the main standard forms of contract.

Indicative Module Content

Module topics

- **Client Accounting & Business planning**

Understanding the client organisation's accounting concepts and business planning, their format and application. Consideration of how these also impact the project and the role of the professional surveyor.

- **Pre-Contract Cost Control**

Insight into the need for pre-contract cost control, and an overview of the techniques used at the various stages of the design process within a collaborative data environment. Introduction to the practical application of the various techniques used during pre-contract cost control.

- **Contract Administration and Post-Contract Cost Control Procedures**

Provides an overview of the provisions of standard forms of contract with regard to contract administration and financial management of the works, payment thereof, and an introduction to dispute resolution, contextualized within a data collaborative environment.

- **Impact of Design and Use of Buildings on Life-cycle Costs**

Considers how decisions made during the design of a building, and also during its subsequent use, can impact on the cost of owning and using a building, and therefore its life-cycle costs.

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- **Contract Procurement Strategy**

Explains the methods available for contract procurement and reviews the use and application of standard forms of contract.

- **Standard Forms of Contract**

Introduces the wide range of contract documentation that is used with construction contracts and the role and responsibilities of the contract administrator. Provides an overview of the various standard forms of contract in use in the UK and internationally.

- **Contractor and Sub-Contractor Selection**

Explains the procedure for selecting a contractor or sub-contractor for a construction project, and how tenders are evaluated.

This content will be reviewed and updated regularly to reflect the legal, moral and financial changes in professional standards and practice.

Overview of Summative Assessment

Module learning outcomes	Assessment	Word count or equivalent	Weighting
LO1, LO2	Assessment 1 Coursework	1,500	30%
LO1, LO2, LO3, LO4	Assessment 2 Coursework	3,500	70%

Module Pass Mark (as a weighted average of all assessments): 50%

Key Module Learning Resources

Core sources and texts

The core reading resources within each module will be provided via the specific Virtual Learning Environment (VLE) module pages and within the e-Library. Additional reference material and supplementary resources to support your studies are available through the UCEM e-Library.

Module tools

Students will have access to study materials, dedicated academic support, student forums, and learning activities via an online learning platform (VLE).

The module page on the VLE is broken down into structured study weeks to help students plan their time, with each week containing a mixture of reading, case studies, videos/recordings and interactive activities to go through. Online webinars/seminars led by the Module Leader can be attended in real time and provide opportunities to consolidate knowledge, ask questions, discuss topics and work through learning activities together. These sessions are recorded to support students who cannot attend and to enable students to recap the session and work through it at their own pace. Module forums on the VLE

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provide further opportunities to discuss topics with other students, complete collaborative work and get extra help from the module team.

Professional online resources

The e-Library provides access to trusted, quality online resources, selected by subject specialists, to support students' study. This includes journals, industry publications, magazines, academic books and a dissertation/work-based library. For a list of the key industry specific and education resources available please visit [the VLE e-Library](#).

Other relevant resources

Access is also provided to further information sources that include the British Library and Open University UK catalogues, as well as providing a monthly current awareness service entitled, **Knowledge Foundations** - a compendium of news, research and resources relating to the educational sector and the Built Environment.

The module resource list is available on the module website and is updated regularly to ensure materials are relevant and current.