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بروجاكس للتدريب والتطوير
Projacs Training and Development

Construction Management, Contract, Tendering, Budgeting & Estimating

إدارة البناء، والعقود، والعطاءات، ووضع وتقدير الميزانية

22 – 26 November 2020

Dubai / United Arab Emirates

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



Introduction

The management of construction is an enterprise that involves many people with diverse interests, talents and backgrounds. The owner, the design professional and the contractor comprise the primary triad of parties, but others, such as subcontractors, material suppliers, bankers, insurance and bonding companies, attorneys and public agency officials, are vital elements of the project team whose interrelated roles must be coordinated to assure a successful project. Throughout the project life cycle, from the time the owner first contemplates launching a construction project to that celebrated time, many months or years later, when the completed project is ready for use, the tasks carried out by the various parties vary in type and intensity.

Objectives

By the end of this course practitioners shall learn to:

- Select the appropriate type of project delivery
- Compare different types of contracts
- Prepare a comprehensive cost estimate
- Construct a project schedule on a medium level of details
- Manage the basic activities in a construction project
- Control the main project requirements of time, cost, and quality
- Accomplish the project closing activities required by the owner and the contractor.

Course Outline

DAY 1:

Pre-project phase

- Selection of project delivery system
- Traditional design–tender–build
- Design–build
- Construction manager
- Turnkey
- Build–own–operate–transfer
- Joint venture
- Force account
- Phased construction
- Evaluation and comparison of project delivery systems
- Selection of type of contract
- Lump sum/fixed price
- Unit price/measure and value
- Cost plus
- Variations of basic cost plus
- Time and materials
- Case study

DAY 2:

Planning and design phase

- Architect
- Engineer
- Land surveyor
- Cost estimator
- Quantity surveyor
- Project manager
- Planning and feasibility study stage
- Consultant selection
- Site investigation
- Constructability analysis
- Preliminary cost estimate
- Financial feasibility analysis
- Site selection and land acquisition
- Design stage
- Schematic design

- Design development
- Contract document development stage
- Cost estimates

DAY 3:

Project mobilization phase

- Bonding
- Insurance
- Partnering
- Programming, planning and scheduling
- Work breakdown structure
- Bar charts
- Network schedules
- Resource analysis
- Cost analysis and cost control
- Schedule monitoring and updating
- Budgeting and cost systems
- From estimate to budget
- Cash flow projection
- Workshops and indoor storage

DAY 4:

Project operations phase

- Monitoring and control
- Schedule updating
- Cost control
- Cost reports
- Cost section
- Unit cost section
- Quality management
- Safety management
- Environmental management
- Compacted soil from equipment operations
- Air pollution

DAY 5:

Project closeout and termination phase

- Introduction
- Completing the work
- Testing and startup

- Cleanup
- Preliminary punch lists
- Pre-final inspection
- Final punch list
- Final inspection
- Beneficial occupancy
- Personnel actions
- Closing the construction office
- Closing out the project
- Subcontractor payment
- Final release or waiver of liens
- Consent of surety
- Final quantities
- Request for final payment
- Liquidated damages

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, and case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **2,950USD**
**VAT is Excluded If Applicable*

مقدمة

إدارة مشاريع التشييد هي منظومة تضم العديد من الأشخاص ذوي الاهتمامات والمواهب والخلفيات المتنوعة. فهي تشتمل على المالك والمهندسين في مجال التصميم والمقاول على المجموعة الرئيسية من الأطراف، وكذلك هناك جهات أخرى، مثل المقاولين من الباطن وموردي المواد البنوك وشركات التأمين والمحامين وموظفي الجهات الحكومية، وكلها عناصر حيوية في فريق المشروع الذي يجب أن تكون أدواره مترابطة ويتم التنسيق فيما بينها لضمان نجاح المشروع طوال دورة حياة المشروع من الوقت الذي يفكر فيه المالك أولاً في إطلاق مشروع و حتى الوقت الذي يتم الاحتفال باتمامه بعد عدة أشهر أو سنوات عندما يكون المشروع المكتمل جاهزاً للاستخدام، وتختلف المهام التي تنفذها الأطراف المختلفة من حيث النوع والحجم .

أهداف البرنامج

في نهاية هذه الدورة المتدربين سوف يتمكن المتدربون من:

- تحديد الأسلوب المناسب من أساليب تسليم المشروع
- مقارنة أنواع العقود المختلفة
- اعداد تقدير شامل للتكاليف
- بناء جدول زمني للمشروع على مستوى متوسط من التفاصيل
- إدارة الأنشطة الأساسية في مشروع التشييد
- التحكم في متطلبات المشروع الرئيسية من الوقت والتكلفة والجودة
- إنجاز أنشطة انهاء المشروع المطلوبة من قبل المالك والمقاول.