



BK SURCO TRAINING

presents a **NEW** series of

COMMERCIAL AND CONTRACT MANAGEMENT TRAINING WORKSHOPS

for

Construction Professionals involved in Civil Engineering

June and July 2011



BK SURCO Limited

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BK SURCO Training is an incorporated joint venture between Battersby Kingsfield Limited, the Hong Kong based operating company of the BK Asia Pacific Group, providing Project Management, Commercial and Contract Management Services to the Hong Kong and International Construction Industries, and SURCO Ltd, the information business of the Chartered Institution of Civil Engineering Surveyors.

BK SURCO Training was founded to provide commercial training resources, advice and help for employers of construction personnel, especially those working in civil engineering, and for individuals engaged in commercial activities within the industry.

BK SURCO Training combines the experience of SURCO Training's experience of providing training advice and structured training programmes for many leading construction companies and employers of engineering services and public seminars in the United Kingdom over many years and the experience of BKAsiaPacific in providing commercial and contract management training in Hong Kong and internationally in China, France, India, Japan, Malaysia, Philippines, Singapore, Thailand and Vietnam.

New Series of Commercial and Contract Management Training Workshops for Construction Professionals

Following the success of its seminars and workshops on extensions of time, valuation of variations and prolongation claims which have been attended by several hundreds of construction professionals over the last ten years, BK SURCO has developed a new series of **Civil Engineering Claims Workshops** involving **Notification, Assessment and Valuation of Delay, Disruption and Additional Work caused by Late Possession of part of the Site, Additional Quantities of Work and Variations**. These workshops build on the Civil Engineering Extension of Time Workshop, which has been conducted by BK SURCO in recent times and now gives participants the opportunity of furthering their knowledge on several of the important principles relating to:

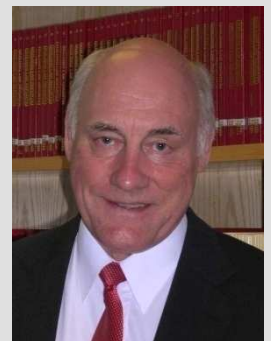
- valuation of variations;
- re-rating due to increases and decreases in quantities; and
- Contractor's entitlement to additional payment in respect of prolongation of and disruption to its resources,

in addition to the Contractor's entitlement to extensions of time.

Training from Expert – Tutor

John Battersby is a Quantity Surveyor by profession having worked in the construction industry for 44 years, 28 years of which have been spent working on projects in Hong Kong, China and South East Asia. He is a Fellow of the Chartered Institute of Building, Hong Kong Institute of Construction Managers, Chartered Institution of Civil Engineering Surveyors, Chartered Institute of Arbitrators and Hong Kong Institute of Arbitrators and a Member of the Royal Institution of Chartered Surveyors and Hong Kong Institute of Surveyors. John has acted as an expert witness several times, both in arbitration and litigation, in respect of additional cost/loss and expense/damages claims, measurement issues, adjustment of rates, valuation of variations and causes and effects of delays to construction works. He has acted both as party appointed and "single joint expert" (or "tribunal expert"). He is a Practising Member of the Academy of Experts and accredited by the Academy as an Expert. He has also been appointed as Arbitrator, Assessor, Mediator and Dispute Resolution Advisor several times.

John is well qualified to conduct this series of workshops as he has been appointed by Government and Contractors as an expert witness several times on matters which are the subject of this Seminar and has had his opinions accepted by arbitral tribunals and the Court.



New Series of Commercial and Contract Management Training Workshops for Construction Professionals involved in Civil Engineering

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Registration Form 7

NOTE: Whilst the second workshop is designed as a follow up to Workshop 1 and the third workshop is designed as a follow up to Workshops 1 and 2 and therefore participants who attend all three workshops will obtain maximum benefit from this series of training workshops, participation in all three workshops is not essential. Workshops 2 and 3 will summarize the results of Workshop 1 or Workshops 1 and 2 so that participants can take account of the previous assessments and valuations in their subsequent valuations or assessments. It is however **strongly recommended that all three workshops are attended** so that participants can fully understand the differences between principles relating to entitlements to extensions of time, valuation and cost reimbursement.

Workshop 1 – Notification of Delay and Assessment of Extension of Time

Duration	One day
Aims	<p>To give participants the opportunity of:</p> <ul style="list-style-type: none"> • furthering their knowledge on several of the important principles relating to entitlement to extension of time • actively participating in questioning and discussing the application of such principles • participating in practical “hands on” exercises to apply such principles to a complex situation of multiple delays on a civil engineering project caused by both the Contractor and the Engineer and by neutral events
Coverage	<ul style="list-style-type: none"> • Lectures: <ul style="list-style-type: none"> – Requirements of the HKSAR GCC in relation to programming, commencement, possession, time for completion, liquidated damages, extensions of time, diligent progress and completion of Works – “float” in programmes – notices of delay – concurrent delays • Workshop exercises: <ul style="list-style-type: none"> – review contract programme – review delays and “as built” programme – drafting notice of delay and review – review Engineer’s response – drafting reply to Engineer and particulars of cause and extent of delay and review
Who should attend	<p>Contractors’</p> <ul style="list-style-type: none"> • project managers • commercial managers • quantity surveyors <p>and those involved in contract administration on behalf of consulting engineers and government departments and</p> <ul style="list-style-type: none"> • lawyers <p>who are involved in advising clients on extension of time issues</p>
Materials	Comprehensive seminar documentation comprising pre-workshop briefing papers, pre-lecture notes, GCC extracts and full copies of speaking notes will be provided to all participants
Remarks	Pre-workshop Briefing Papers will be despatched to successful applicants a few days before the workshop. In order to be properly prepared for participating in the discussions and exercises it will be necessary for all participants to study the Briefing Papers in advance of the Workshop.

Workshop 2 – Valuation of Variations and Re-rating due to Increases and Decreases in Quantities

Duration	One day
Aims	<p>To give participants the opportunity of:</p> <ul style="list-style-type: none"> • furthering their knowledge on several of the important principles relating to valuation of variations and re-rating due to increases and decreases in quantities • actively participating in questioning and discussing the application of such principles • participating in practical “hands on” exercises to apply such principles to a complex situation of multiple delays and disruption on a civil engineering project caused by both the Contractor and the Engineer and by neutral events and changes in the nature and extent of work
Coverage	<ul style="list-style-type: none"> • Lectures: <ul style="list-style-type: none"> – requirements of the HKSAR GCC in relation to valuation and re-rating – estimating direct and indirect costs in rates – pricing strategies in relation to “on-costs” – re-rating for changes in construction methods and effects on productivity – re-rating for under or over-recovery of fixed costs – notices of claim • Workshop exercises: <ul style="list-style-type: none"> – review Engineer’s valuation of reduced scope of piling based on BQ rates – drafting response to Engineer claiming increased rates for piling under GCC 61(1) and review – review Engineer’s re-rating of rates for additional quantities of rock excavation on the basis that BQ rate is unreasonably high – drafting response to Engineer providing proposals for a reasonable valuation under GCC 59(4)(b) and review
Who should attend	<p>Contractors’</p> <ul style="list-style-type: none"> • project managers • commercial managers • quantity surveyors <p>and those who are involved in contract administration on behalf of consulting engineers and government departments and</p> <ul style="list-style-type: none"> • lawyers <p>who are involved in advising clients on variation valuation and re-rating issues</p>
Materials	Comprehensive seminar documentation comprising pre-workshop briefing papers, pre-lecture notes, GCC extracts and full copies of speaking notes will be provided to all participants
Remarks	Pre-workshop Briefing Papers will be despatched to successful applicants a few days before the workshop. In order to be properly prepared for participating in the discussions and exercises it will be necessary for all participants to study the Briefing Papers in advance of the Workshop.

Workshop 3 – Notification of Claims and Assessment of Prolongation of and Disruption to Contractor’s Resources

Duration	One day
Aims	<p>To give participants the opportunity of:</p> <ul style="list-style-type: none"> • furthering their knowledge on several of the important principles relating to entitlement to additional payment in respect of prolongation of and disruption to Contractor’s resources • actively participating in questioning and discussing the application of such principles • participating in practical “hands on” exercises to apply such principles to a complex situation of multiple delays and disruption on a civil engineering project caused by both the Contractor and the Engineer and by neutral events
Coverage	<ul style="list-style-type: none"> • Lectures: <ul style="list-style-type: none"> – requirements of the HKSAR GCC in relation to prolongation and disruption claims – elements of prolongation and disruption – notices of claim – concurrent delays • Workshop exercises: <ul style="list-style-type: none"> – review contract programme – review delays and “as built” programme – review Engineer’s letter granting EOT – drafting reply to Engineer and notices of claim and review – review Engineer’s response – drafting particulars of claim and review
Who should attend	<p>Contractors’</p> <ul style="list-style-type: none"> • project managers • commercial managers • quantity surveyors <p>and those who are involved in contract administration on behalf of consulting engineers and government departments and</p> <ul style="list-style-type: none"> • lawyers <p>who are involved in advising clients on prolongation and disruption claims issues</p>
Materials	<p>Comprehensive seminar documentation comprising pre-workshop briefing papers, pre-lecture notes, GCC extracts and full copies of speaking notes and other reference material will be provided to all participants</p>
Remarks	<p>Pre-workshop Briefing Papers will be despatched to successful applicants a few days before the workshop. In order to be properly prepared for participating in the discussions and exercises it will be necessary for all participants to study the Briefing Papers in advance of the Workshop.</p>



REGISTRATION FORM

I wish to register for the BK SURCO Training Workshop(s) as follows:

Mr/Mrs/Ms First Name: _____ Surname: _____

Company: _____

Position: _____ Email: _____

Tel: _____ Fax: _____ Mobile: _____

Address: _____

Date and Time (Please select and tick the appropriate boxes)

Page	Workshop	Date (Day)	Time	Fee
4	<input type="checkbox"/> Civil Engineering Claims Workshop 1 – Extension of Time	24 June 2011 (Fri)	0900-1700	HK\$2,000.00
5	<input type="checkbox"/> Civil Engineering Claims Workshop 2 – Valuation and Re-rating	29 June 2011 (Wed)	0900-1700	HK\$2,000.00
6	<input type="checkbox"/> Civil Engineering Claims Workshop 3 – Prolongation and Disruption	11 July 2011 (Mon)	0900-1700	HK\$2,000.00

Fee includes light refreshments and workshop materials.

Total Fee: HK\$ _____

Venue: BK SURCO Limited, Suite 1901-2, 19th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong

Payment Method (please make payment in advance)

I enclose a cheque for HK\$ _____ made payable to "BK SURCO Limited".

Signed: _____ Dated: _____

Please mail completed Registration Form and cheque to:

BK SURCO Limited, Suite 1901-2, 19th Floor, Hopewell Centre, 183 Queen's Road East, Hong Kong
(Tel: (852) 2687 2267 / Fax: (852) 2687 2252 / E-mail: bksurcotraining@bkasiapacific.com)

Cancellation: A replacement is always welcome with prior notice to the organizer at no extra charge should the registered delegate be unable to attend. Refunds (less 20% administration charge) will be made for all cancellations received in writing by the organizers not later than 10 working days prior to the date of the seminar.

Note: The seminar/workshop programme is subject to change at any time without any liability.