
Overview

This Unit is about the establishment of project procurement strategies from inception to implementation by way of procurement methods, their objectives and criteria. Project stakeholders and legal and statutory constraints are considered. You will need to demonstrate how you have brought the procurement strategy forward to implementation. You will need to consider the interests and involvement of project stakeholders in the project. You will procure partners for the project to comply with project objectives. You will facilitate workshops to ensure the successful partnering arrangements. You will demonstrate the selection and agreement of forms of contract to satisfy the interests of the project.

Performance criteria

You must be able to:

Select and agree procurement strategies

- P1 identify and agree feasible and realistic **procurement objectives and criteria**
- P2 identify **procurement methods** which are capable of meeting the **procurement objectives** and evaluate them against selected criteria
- P3 select and recommend the most effective **procurement methods** which meet **stakeholder constraints** and relevant **legal and statutory requirements**
- P4 agree and record the selected **procurement method** and appropriate **implementation procedures**

Establish project team partnering

You must be able to:

- P5 identify and confirm with the **stakeholders**, the **type of project work** and **objectives** for project team **partnering**
- P6 form a selection panel of **stakeholders** to assess potential **partners** and identify **selection criteria**
- P7 provide **information** to potential **partners** and invite them to submit a statement of their capabilities
- P8 evaluate the potential **partners** using the **selection criteria** and agree the short-listed potential **partners**
- P9 interview and hold discussions with the short-listed potential **partners** to assess their suitability and commitment to the project
- P10 select and confirm the project **partners** with the **stakeholders**
- P11 negotiate agreements and contracts with project **partners**
- P12 conduct workshops for project **partners** to facilitate co-operative **partnering** and agree individual and mutual project **objectives**

Recommend and agree a form of contract

You must be able to:

- P13 identify clearly the **stakeholders** and the purpose of the contract
- P14 identify with the **stakeholders** significant **criteria for selecting** the **form of contract**
- P15 select and recommend a **form of contract** which is appropriate to the **type of project work**
- P16 give clear and accurate information and advice and provide clients the opportunities to comment and ask for clarification
- P17 agree a **form of contract** which is capable of being put into effect

Knowledge and understanding

You need to know and understand:

Select and agree procurement strategies

- K1 what to identify as feasible and realistic **procurement objectives and criteria** (understanding)
- K2 how to agree feasible and realistic **procurement objectives and criteria** (evaluation)
- K3 what to identify as **procurement methods** which are capable of meeting the **procurement objectives** (understanding)
- K4 how to evaluate **procurement methods** against selected criteria (evaluation)
- K5 how to recommend the most effective **procurement methods** which meets **stakeholder constraints** and relevant **legal and statutory requirements** (synthesis)
- K6 how to select the most effective **procurement methods** which meets **stakeholder constraints** and relevant **legal and statutory requirements** (evaluation)
- K7 how to record the selected **procurement methods** and appropriate **implementation procedures** (application)
- K8 how to agree the selected **procurement methods** and appropriate **implementation procedures** (evaluation)

Establish project team partnering

You need to know and understand:

- K9 what to identify as the **types of project work** and **objectives** for project team **partnering** (understanding)
- K10 how to confirm with the **stakeholders** the types of project work and **objectives** for project team partnering **working** (application)
- K11 how to agree individual and mutual project **objectives** (evaluation)
- K12 how to conduct workshops for project **partners** to facilitate co-operative **partnering** (application)
- K13 what to identify as **selection criteria** for assessing potential **partners** (understanding)
- K14 how to provide **information** to potential **partners** and invite them to submit a statement of their capabilities (application)
- K15 how to form a selection panel of **stakeholders** to assess potential **partners** (synthesis)
- K16 how to confirm the project **partners** with the **stakeholders** (application)
- K17 how to interview and hold discussions with the short-listed potential **partners** to assess their suitability for and commitment to the project (analysis)
- K18 how to negotiate agreements and contracts with project **partners** (synthesis)
- K19 how to evaluate and agree the potential **partners** using the **selection criteria** (evaluation)
- K20 how to select the project **partners** (evaluation)

Knowledge and understanding

You need to know and understand:

Recommend and agree a form of contract

- K21 who do identify to be the **stakeholders** (understanding)
- K22 what to identify as the purpose of the contract (understanding)
- K23 what to identify with the **stakeholders** as significant **criteria for selecting the form of contract** (understanding)
- K24 how to provide clients with the opportunities to comment and ask for clarification (application)
- K25 how to agree a **form of contract** which is capable of being put into effect (evaluation)
- K26 how to recommend a **form of contract** which is appropriate to the **type of project work** (synthesis)
- K27 how to select a **form of contract** which is appropriate to the **type of project work** (evaluation)
- K28 how to give clear and accurate information and advice (application)

Scope/range

Select and agree procurement strategies

- 1 Procurement methods:
 - 1.1 managed forms of construction
 - 1.2 design and build
 - 1.3 traditional
 - 1.4 Public, Private Partnership
 - 1.5 prime contracting
 - 1.6 partnering
 - 1.7 advisory
 - 1.8 sole source/single negotiations
 - 1.9 competitive tendering
 - 1.10 early contractor involvement
- 2 Procurement objectives and criteria:
 - 2.1 type and form of contract
 - 2.2 risk
 - 2.3 economic, political and social context;
 - 2.4 funding sources
 - 2.5 best overall value
 - 2.6 project insurance
 - 2.7 timescales/sequencing
 - 2.8 complexity
 - 2.9 design and build quality
 - 2.10 environmental benefits and sustainability
- 3 Stakeholder constraints:
 - 3.1 mandatory
 - 3.2 advisory
- 4 Legal and statutory requirements:
 - 4.1 common law
 - 4.2 contract law
 - 4.3 EU directives on procurement
 - 4.4 codes of practice and procedures
- 5 Implementation procedures:
 - 5.1 tendering process

Scope/range

- 5.2 tender evaluation
- 5.3 award recommendation
- 5.4 contract award

Establish project team partnering

- 6 Type of project work:
 - 6.1 design
 - 6.2 construction
 - 6.3 services
 - 6.4 maintenance
 - 6.5 decommissioning
- 7 Objectives:
 - 7.1 commitment to multi-party partnering (whole supply chain) ;
 - 7.2 minimum on-site construction period
 - 7.3 certainty of completion
 - 7.4 minimum whole life cost
 - 7.5 sustainable solution
 - 7.6 agreed maximum cost
 - 7.7 zero defects
 - 7.8 respect for people (including health, safety, welfare and the environment)
 - 7.9 agree quality
 - 7.10 working to budget
 - 7.11 effective work scheduling
 - 7.12 adoption of industry guidance and benchmarking
- 8 Partnering:
 - 8.1 co-operative action
 - 8.2 sharing knowledge
 - 8.3 blame-free decision making
 - 8.4 problem resolving structure
 - 8.5 continuous improvement
 - 8.6 performance measurement
 - 8.7 risk management
 - 8.8 value engineering

Scope/range

- 8.9 reward sharing
- 8.10 effective work scheduling
- 9 Stakeholders:
 - 9.1 internal
 - 9.2 external
- 10 Partners:
 - 10.1 client
 - 10.2 client adviser
 - 10.3 consultants
 - 10.4 contractors
 - 10.5 subcontractors
 - 10.6 suppliers
- 11 Selection criteria:
 - 11.1 cost
 - 11.2 quality
 - 11.3 time
 - 11.4 organisational experience
 - 11.5 performance measurement
 - 11.6 health, safety and environmental policy
 - 11.7 staff competence and development
 - 11.8 commitment to partnering
- 12 Information:
 - 12.1 administration details
 - 12.2 scope of work
 - 12.3 budget
 - 12.4 information required from partners
 - 12.5 selection criteria and weightings

Recommend and agree a form of contract

- 13 Stakeholders:
 - 13.1 internal
 - 13.2 external
- 14 Form of contract:

Scope/range

- 14.1 standard
- 14.2 non standard
- 15 Criteria for selecting:
 - 15.1 client's needs and requirements
 - 15.2 form of procurement
 - 15.3 degree of risk
 - 15.4 technical complexity
 - 15.5 project partnering
 - 15.6 sector practice
- 16 Type of project work:
 - 16.1 design
 - 16.2 construction
 - 16.3 services
 - 16.4 maintenance
 - 16.5 decommissioning

COSCSMO09 - SQA Unit Code FM1V 04
Establish project procurement arrangements



COSCSMO09 - SQA Unit Code FM1V 04
Establish project procurement arrangements



Developed by ConstructionSkills

Version number

Date Approved December 2008

Indicative review date November 2019

Validity Current

Status Original

Originating organisation ConstructionSkills

Original URN COSCSMO09

Relevant occupations Managers in construction

Suite Construction Senior Management

Keywords Procurement; partnering; legal; statutory; strategy
