

# COSVR710 - SQA Unit Code F3DB 04

## Contribute to controlling work quantities and costs



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### Overview

This standard is about

- 1 implementing works quantities and cost control systems
- 2 identifying opportunities and recommending ways to make cost savings
- 3 investigating any variations and agreeing and implementing corrective action

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### Performance criteria

- You must be able to:*
- P1 implement appropriate work quantities and cost control systems which are able to provide early warnings of problems
  - P2 collect quantities and cost data regularly, record it and pass it on to the people who need it in time for them to be able to use it
  - P3 identify opportunities for cost savings and recommend them to the people responsible
  - P4 investigate any variations and agree and implement appropriate corrective action with the people responsible

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### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Implement works quantities and cost control systems

- K1 how to implement **works quantities and cost control systems**
- K2 how to use the systems implemented to provide early warning of problems

#### Performance Criteria 2

##### Collect quantity and cost data

*You need to know and understand:*

- K3 how to collect and record **quantities and cost data**
- K4 how to pass **quantities and cost data** to people who need it in time to be able to use it
- K5 why you need to collect and record **quantities and cost data**

#### Performance Criteria 3

##### Identify opportunities for cost savings

*You need to know and understand:*

- K6 how to identify **opportunities for cost saving**
- K7 how to recommend **opportunities for cost saving** and recommend them to **people responsible**

#### Performance Criteria 4

##### Investigate variations and implement corrective action

*You need to know and understand:*

- K8 how to investigate variations in works quantities and costs
- K9 how to agree and implement appropriate **corrective action** with the **people responsible**

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### Additional Information

#### Scope/range related to performance criteria

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#### Performance Criteria 1

- 1 records of implementing at least one of the following works quantities and cost control systems
  - 1.1 contractual procedures and meetings
  - 1.2 operational procedures and meetings
  - 1.3 electronic recording

#### Performance Criteria 2

- 2 records for at least three of the following quantities and cost data
  - 2.1 materials
  - 2.2 plant
  - 2.3 people
  - 2.4 sub-contractors
  - 2.5 day works
  - 2.6 programme and schedule

#### Performance Criteria 3

- 3 records of at least two of the following opportunities for cost savings
  - 3.1 waste reduction
  - 3.2 resource management and logistics
  - 3.3 applications of new technologies and materials
  - 3.4 energy and utility management
  - 3.5 recyclable and recoverable materials
  - 3.6 alternative sources and types of materials
  - 3.7 variations in quality
  - 3.8 standardisation
  - 3.9 revenue generation

#### Performance Criteria 4

- 4 records of investigations of variations and implementation of corrective action taken
  - 4.1 restore progress in accordance with agreed programme
  - 4.2 agree new completion dates
  - 4.3 initiate contract claim
  - 4.4 secure additional resources
  - 4.5 alter planned work

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### Scope/range related to knowledge and understanding

#### Corrective action

- 1 restore progress in accordance with agreed programme
- 2 agree new completion date(s)
- 3 initiate contract claim
- 4 secure additional resource(s)
- 5 alter planned work

#### Opportunities for cost saving

- 6 waste reduction
- 7 resource management and logistics
- 8 applications of new technologies and materials
- 9 energy and utility management
- 10 recyclable and recoverable materials
- 11 alternative sources and types of materials
- 12 variations in quality
- 13 standardisation
- 14 revenue generation

#### People responsible

- 15 the client, customer or their representative
- 16 contractors
- 17 consultants
- 18 sub-contractors
- 19 suppliers
- 20 workforce
- 21 internal management

#### Quantities and cost data

- 22 materials
- 23 plant
- 24 people
- 25 sub-contractors
- 26 day works
- 27 programme and schedules

#### Works quantities and cost control systems

- 28 contractual procedures and meetings
- 29 operational procedures and meetings
- 30 electronic recording

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**Relevant occupations** Construction and Building Trades Supervisors

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**Suite** Construction Site Supervision

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