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Quantity Surveying Practice

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Second Edition

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Softcover reprint of the hardcover 2nd edition 1997

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First edition 1984

Second edition 1997

Published by
MACMILLAN PRESS LTD
Houndmills, Basingstoke, Hampshire RG21 6XS
and London
Companies and representatives
throughout the world

ISBN 978-1-349-14404-4

ISBN 978-1-349-14402-0 (eBook)

DOI 10.1007/978-1-349-14402-0

A catalogue record for this book is available
from the British Library

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10	9	8	7	6	5	4	3	2	1
06	05	04	03	02	01	00	99	98	97

'There is a tide in the affairs of men
Which, taken at the flood leads on to fortune;
Omitted, all the voyage of their life
Is bound in the shallows and in miseries.
On such a full sea are we now afloat,
And we must take the current when it serves,
Or lose our ventures'.

William Shakespeare

*This book is dedicated to quantity
surveyors in private practice, public
offices and contracting organisations
throughout the world.*

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Preface

This book is aimed primarily at quantity surveying degree students, although quantity surveying students on higher diploma courses and the higher level NVQs will also find it a valuable aid to their studies. Practising quantity surveyors and members and students of kindred professions could find much of its contents of interest and value.

The new edition has been updated throughout and extended substantially to take account of the many changes and developments that have occurred since the writing of the first edition, and to examine likely future developments and trends. Hence the many and increasingly diverse aspects which impinge upon quantity surveying practice are examined, described and illustrated with supporting examples, where it was felt that they would be of particular benefit to the student. The principal aim is to increase the usefulness and value of the book to all readers.

A study of the construction industry provides a good backcloth against which the activities of the quantity surveying profession can be considered. The nature and interrelationships of the parties to construction contracts, associated professional and other bodies, the operation of the design process, selection of procurement method, a comparison of contractual and tendering arrangements, and appropriate provisions of the main standard forms of contract are all considered in sufficient detail to meet the students' needs.

These explanatory chapters lead logically into an analysis of the principal activities of the quantity surveyor, encompassing the preparation of contract documentation, tender invitation and scrutiny, valuation of work in progress, pricing of variations, settlement of claims, cost control of projects and preparation of final accounts. The measurement for and preparation of bills of quantities is largely omitted from the book, as this subject is adequately covered in three other books written by the author, embracing both building and civil engineering measurement.

Where the term 'quantity surveyor' is used, this refers to the employer's quantity surveyor as distinct from the contractor's quantity surveyor. Frequent references to the JCT Standard Form relate to the *Standard Form of Building Contract 1980 Edition, Private with Quantities*. The term 'employer' is generally used in preference to 'client' in order to maintain the same terminology as employed in the JCT Standard Form.

The newly developing areas of project management and value management are covered in sufficient depth to give the student a good understanding of their main characteristics, benefits and applications in practice. The role of the quantity surveyor in connection with mechanical and electrical services, civil engineering, and heavy and process engineering is examined together with the practical implications. In addition, chapter 13 covers a diverse range of activities, many of which are from time to time undertaken by quantity surveyors, as their services are sought in a wider context than that normally associated with the quantity surveying function. On the wider front, the reader is directed towards the major areas of development, redevelopment and environmental management, all with a significant impact on the work of the quantity surveyor.

An extensive chapter covers quantity surveying organisation and practice, including office administration and the different approaches adopted in public and private offices and in contracting. This chapter encompasses such important matters as the appointment of quantity surveyors, opportunities for women in quantity surveying, salaries and benefits, partnerships, quality assurance, information technology and advertising. A new chapter has been introduced dealing with quantity surveying activities on a global front, in order that the reader may appreciate the significant growth of the profession in overseas countries and the opportunities available. The need for successful marketing of a quantity surveyor's services is now generally recognised and hence a new chapter has been included to examine the variety of marketing techniques that are available and to identify those with the greatest potential.

The growing need for a clear understanding of professional ethics, standards and conduct by all surveying students has been recognised by the Institution's Education and Membership Committee, and a chapter has accordingly been included to meet this need. In like manner, a study of quantity surveying education, training, professional development and research is incorporated to show the interrelationship of education, training and continuing professional development throughout a quantity surveyor's career in a changing world.

The final chapter of the book analyses the latest and likely future developments and trends in quantity surveying, encompassing selecting the most appropriate construction procurement method; improving value for money in construction; extension of multi-disciplinary practices and mergers of quantity surveying practices; greater use of partnering in construction; undertaking a possible management consultancy role; greater emphasis on risk analysis and management; increasing importance of government, EC and private funding; impact of post-Latham developments; a more detailed comparison of UK and continental practices and performance with its consequences for the UK; and culminating in the changing role of the quantity surveyor. These previously largely uncharted areas will compel the quantity surveyor to diversify and/or specialise to a much greater extent

than hitherto, and will necessitate those practising to acquire a much extended knowledge base, to employ new skills and exercise increased initiative and ingenuity.

Useful appendices incorporate NJCC, RICS and RIBA contract administration forms, completed as appropriate, an initial cost plan and record of cost checks and a detailed elemental cost analysis.

IVOR H. SEELEY

Nottingham
Spring 1996

Acknowledgements

The author is indebted to many quantity surveying offices and individual quantity surveyors who supplied valuable information in such a ready and helpful way. The following persons and organisations deserve special mention.

Christopher J. Vickers FRICS, E. C. Harris, London
Giles P. Harrison BSc FRICS, Currie and Brown, Redbourn, St Albans
Thomas N. L. Harrison BSc ARICS Dip Proj Man, Turner and Townsend, Darlington
Donald G. Jones FRICS, D. G. Jones and Partners, Richmond, Surrey
Nicolas A. Davis MA FRICS, Davis Langdon and Everest, London
Michael J. Clayton FRICS Dip Proj Man, Heery International Ltd, Walton-on-Thames
Geoffrey D. Avery FRICS, Higgs and Hill, New Malden
Samson H. Emiowele Dip QS (Nottm. Trent) FRICS FNIQS, Ekeoba and Emiowele Partnership, Lagos, Nigeria (President of the NIQS, 1994–96)
Brian Barton FRICS FCI Arb, Barker and Barton, Nairobi, Kenya (RICS Kenya Group Chairman)
Anthony E. Netto LLB FRICS ACI Arb MSISV MACostE, National University of Singapore
Anthony Horden MIS (Aust) AFAIM, Executive Officer, Australian Institute of Quantity Surveyors
J. Z. Botha, Executive Director, Association of South African Quantity Surveyors
Barry W. Probert BSc (QS) RQS ARICS MAQS AA Arb, Rousseau Probert Elliott, Port Elizabeth, South Africa (President of the ASAQS)
Professor Gaye le Roux RQS MAQS Cert QS (Natal), University of Port Elizabeth, South Africa
Zakaria B. Hashim FRICS FIS(M), Zakaria-Lee and Partners, Kuala Lumpur, Malaysia (QS) Sectional Chairman, Institution of Surveyors, Malaysia
Associate Professor Adrian J. Smith MEd FRICS, City University of Hong Kong
Brian R. Norton BSc ARICS, formerly of Currie and Brown Inc, Morriston, Jersey, USA (figures 9.1 and 9.3)
Joseph L. N. Martin DMS MBIM FRICS, Executive Director, BCIS (Appendix M and table 8.2)
Timothy G. Carter MSc FRICS FAPM, Davis Langdon and Everest, Chester, for providing much of the case study material for chapters 9 and 12, including figures 9.4, 9.5, 9.6, 12.1 and 12.2
Brian Cooke MSc MCIOB, Liverpool John Moores University (figure 5.1)

David W. Hoar FRICS, Quantity Surveying Practice Manager, Nottinghamshire County Council (cover design)
J. Alan Park FRICS MCIOB ACIARB, Stride Treglown Management, Bristol (figure 13.3)
DoE (figures 1.2 and 1.4)
Society of Chief Quantity Surveyors in Local Government (table 5.4)
Roger A. Waterhouse MSc FCIOB MIMgt MAPM MSIB, College of Estate Management (table 12.1)
E. C. Harris (tables 12.2 and 14.1)
Chapman Hendy Associates (table 15.1)
RICS (figures 17.1, 18.1 and 18.2 and tables 10.1 and 19.1)
Keith I. Hogg BSc ARICS, The Nottingham Trent University (tables 18.1 and 18.2)
Building Design Partnership (figure 19.2)
Geoffrey A. Quaife ARICS, Bucknall Austin, London (figure 19.1)
Professor Roger Flanagan MSc PhD FRICS FCIOB, University of Reading, and Dr Susan D. Stevens BSc PhD ARICS, English Heritage (figure 19.3)
BRE (figure 19.5 and tables 8.3 and 10.2)

Much valuable information has been obtained from RICS journals, *Building*, *Building Economist*, *New Builder* and *Building Technology and Management*, and from publications of the RICS, CIOB, DoE, the Treasury and BRE for which the author is most grateful.

Macmillan Press Ltd kindly gave permission to quote from *Building Economics*, *Building Maintenance* and *Civil Engineering Contract Administration and Control*, all of which were written by the same author.

The author also expresses his gratitude to the Royal Institution of Chartered Surveyors (Surveyors Publications) for kind permission to reproduce the contract administration forms in appendices E and F, for which the Institution owns the copyright, and to the National Joint Consultative Committee for Building to reproduce the tender forms in appendices A, B and C. Reproduction of extracts from the JCT80 Standard Form of Building Contract and RIBA contract administration forms in appendices G, H, J and K is made with the kind permission of the copyright holder RIBA Publications Ltd. The Business Round Table kindly agreed to the reproduction of the procurement selection document in figure 3.1.

My grateful thanks are due to Malcolm Stewart of Macmillan Press Ltd for his constant help so kindly given throughout and to my wife for her continual support and understanding.

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