

Course unit title:	Construction Contract Financial Administration		
Course unit code:	QSL370		
Type of course unit:	Compulsory		
Level of course unit:	Bachelor (1st Cycle)		
Year of study:	3		
Semester when the unit is delivered:	5		
Number of ECTS credits allocated :	6		
Name of lecturer(s):	-		
Learning outcomes of the course unit:	<ol style="list-style-type: none"> <li>1. Explain the role and relationships of consultants and role of the contract administrator.</li> <li>2. Differentiate and explain the content of the contracts between employer and engineer, contracts between employer and contractor, contract documents.</li> <li>3. Describe the contract procedure and administration, the role of the parties involved in a project.</li> <li>4. Describe and explain the theories and strategies for contract management forms of correspondence and contract accounting.</li> <li>5. Analyse liability in contract and tort, financial remedies for breach of contract suspension and determination of contracts.</li> <li>6. Describe methods and procedures for contract administration, with main emphasis on financial issues like interim payments, variations, final accounts, fluctuations, loss and expense, etc.</li> <li>7. Perform case studies review.</li> </ol>		
Mode of delivery:	Face-to-face		
Prerequisites:		Co-requisites:	
Recommended optional program components:			
Course contents:	<p><b><u>Introduction:</u></b> Methods and procedures for contract administration.</p> <p><b><u>Role of the parties:</u></b> The role and relationships of consultants and role of the contract administrator. The contractor's obligations and the employer's obligations. Differentiate and explain the content of the contracts between employer and engineer, contracts between employer and contractor, contract documents. Describe the contract procedure and administration, the role of the parties involved in a project. Forms of Contract, Contract Procedure and Administration, parties involved in a project, contract between Employer and Engineer and contract between Employer and Contractor. Nature of Contracts, Contract documents.</p> <p><b><u>Contract Administration:</u></b> Contract administration, theories and strategies for contract management forms of correspondence and contract accounting. Liability in contract and tort, financial remedies for breach of contract suspension and determination of contracts.</p> <p><b><u>Contract Financial Administration:</u></b> Describe methods and procedures for contract administration, with main emphasis on financial issues like interim payments, variations, final accounts, fluctuations, loss and expense, etc.</p>		
Recommended and/or required reading:			
Textbooks:	<p>"Practical Approach to Conditions of Contracts for Civil Engineering Works", David Y.K. Leung, University of Washington Press, 2010.</p> <p>"Civil Engineering Contracts: Practice and Procedure", Haswell C.K. and De Silva D.S, Butterworth-Heinemann, 1989.</p>		
References:	<p>"The New Engineering Contract: NEC: A Legal Commentary", Abbett, R., John Wiley &amp; Sons Inc, 1963.</p>		

Planned learning activities and teaching methods:	The course will be presented through theoretical lectures as well as practical exercises and problems in class. The lectures will present to the student the course content and allow for questions. Part of the material will be presented using visual aids. The aim is to familiarize the student with the different and faster pace of presentation and also allow the instructor to present related material (photographs etc) that would otherwise be very difficult to do. The learning process will be enhanced with the requirement from the student to carry out assignments. Besides from the notes taken by students in class, all of the course material will be made available through the class website on the University e-learning platform. Finally the instructor will be available to students during office hours or by appointment in order to provide any necessary tutoring.
Assessment methods and criteria:	<ul style="list-style-type: none"> <li>• Assignments: 20%</li> <li>• Midterm Tests: 20%</li> <li>• Final Exam: 60%</li> </ul>
Language of instruction:	English
Work placement(s):	No