Conflict Avoidance In Construction Stage Through Proper Practice In Pre Contract Stage

Kanishka Gajaman, Vijitha Disaratna, Pavithra Ganeshu and Fathima Sabrina Nazeer

Department of Building Economics University of Moratuwa Sri Lanka

kanishka.gajaman@gmail.com, vijitha.disaratna@gmail.com, sunganesh21@gmail.com, sabrinanazeer@gmail.com

Abstract

Construction is a process which involves numerous parties having their own goals and objectives towards achieving a desired goal. Thus, formation of conflicts amongst different parties are common in construction projects as each party is working for its own benefit. Conflicts should be avoided at the first instance, as it may consume huge sum of money and time to resolve. Therefore it is beneficial if the conflicts can be avoided at the pre contract stage which is the foremost stage of a construction project. Hence the aim of this research is to develop a pre contract practice which would avoid conflicts at the construction stage.

A preliminary interview was initially conducted amongst three industrial experts in construction field to identify the activities in the pre contract practice to eliminate the causes of conflicts. Then a questionnaire survey was followed to identify the significant activities in pre contract practice. Preliminary interview findings identified 105 activities which can be followed in pre contract practice to avoid conflicts. Further, 97 activities were identified as significant in the questionnaire survey. Thus, this paper solely address the causes of conflicts by suggesting activities in pre contract stage to eliminate the conflict in the construction industry.

Keywords

Conflict avoidance, Pre contract practice, Construction industry, RIBA plan of work 2007

1. Introduction

Construction is a complex process which needs variety of skills and competencies (Bertelsen, 2003). Therefore many discrete groups with different goals and needs get into temporarily assembled multipleparty organization (TMO) to work in the construction project (Walker, 1996). Each group expects to maximize their own benefits. Conflicts in the construction project environment are inevitable due to this perception difference among the parties of the TMO (Jayasena & Kavinda, 2012). Thus, Collins Cobuild English dictionary (1995) defines conflict as "a state of opposition between ideas, interests, etc. disagreement or controversy". Conflicts may occur due to shortage of limited resources, such as time, money, labour, materials and equipment (Kathleen, 2003). Hohns (1979) had identified five factors which may cause conflicts in construction projects. They are existence of errors, failures in estimating cost at the beginning, reaction of consumer and people involved, change in conditions and defects or omissions in the contract documents. On another study by Kumaraswamy (1997) determined ten causes for conflicts as inadequate design information, inaccurate design information, inadequate site investigations, slow client response, poor communications, unrealistic time targets, inadequate contract administration, uncontrollable external events, incomplete tender information and unclear risk allocation. Thus, improper management of conflicts leads to project delays, undetermined team spirit, increase project costs and damage continuing business relationships if they are not properly managed (Cheung & Suen, 2002). Therefore causes of conflicts should be properly identified and managed to avoid unnecessary issues in construction projects.

It is noted that most of the causes could be well managed in the pre contract stage (ref). Pre contract stage can be defined as the stage prior to commencement of work on site according to the traditional stages in

construction of a new building (Coles & Bailey, 2014). It is the foremost stage of a construction project. The reason why this stage considered as important because many stakeholders such as client and the design team comprising of Architect, Quantity Surveyor, Engineers (i.e. civil, structure and mechanical electrical), Land Surveyor, Interior Designer and Landscape Architect etc. involve in this stage of the project (Jabar, 2012). Thus, proper pre contract activities are followed the causes could be eliminated and the conflicts can be eliminated. Therefore a proper practice for the pre contract stage has become a necessity to enhance the efficiency of project delivery by avoiding conflicts as much as possible.

Some existing studies related to conflict avoidance stated that Conflict avoidance requires clear, concise, careful and proper planning of the strategy for the execution of a project (Stipanowich, 1997). Further it includes adopting a proactive conflict avoidance approach such as risk analysis, clarity in the contract documentation or partnering (Gould, 2012). Moreover, RICS (2012) published a guidance note for conflict avoidance comprising of several steps such as good management, clear contract documentation, Partnering and alliancing, Good Project Management, Good Client Management, Good Constructor Management, Good Payment Practice and Record Keeping. However, these conflict avoidance strategies are generalized and not classified to which stage it could be adapted to resolve the conflicts. It is evidenced that there is a significant need for this study aimed to avoid conflicts in construction stage through proper practice in pre contract stage and facilitate implementation in the construction industry.

2.0 Literature Review

Conflict has been defined as "a difference between two or more beliefs, ideas or interests" (Rowlinson, & McDermott, 2005). According to Vorster (1993) "a conflict is defined as an argument about an issue concerning project operations, usually resulting from a debate over differences in two or more parties' understanding of situation". Conflict may produce tension and distract team members from performing the task (Hackman & Morris, 1975; Wall & Callister, 1995). With considered to the above definitions, conflict can be identified as an argument between two or more parties caused by beliefs, ideas, interests or understanding of situation.

There are three types of conflicts according to the studies of Chen et al. (2014). Those are relationship related conflicts, process related conflicts and task related conflicts. Relationship related conflicts are the conflicts occur due to interpersonal incompatibilities among the group members. Process related conflicts are defined as the conflicts occur regarding procedures to approach the task and allocation of resources. Disagreements among group members about tasks to be performed are defined as task related conflicts. Long, Ogulana, Quang and Lam (2004) have classified conflicts according to the responsible party such as financier-related conflicts, owner related conflicts, contractor related conflicts, consultant related conflicts, project attributes related conflicts, coordination related conflicts, and environment related conflicts.

2.1 Causes of Conflicts

There is a cause behind every conflict arise in the construction projects. To facilitate the aim of this study following Table 1 presents the causes identified through literature synthesis to eliminate by proper pre contract practice.

Table 1: Causes for conflicts

No.	Identified Causes for Conflicts	1	2	3	4	5	6	7	8	9	10	F
	Client related causes											
01.	Late giving of possession from client									\checkmark		1
02.	Clients take over the site and deny access to main				\checkmark					\checkmark		2
	contractor											
03.	Delay interim payment from client			\checkmark	\checkmark					\checkmark	\checkmark	4
04.	Late release of retention money to main			\checkmark						✓		2
	contractor											
	Consultant related causes											
1.	Change of site condition	✓	✓		✓	\checkmark						4

2.	Difference in change order evaluation			\checkmark		✓				\checkmark		3
3.	Design errors	✓	✓			✓						3
4.	Excessive quantity variations			\checkmark	\checkmark	✓				✓		4
5.	Double meaning in specifications			\checkmark		✓					\checkmark	3
6.	Discrepancies in contract document	\checkmark					✓					2
7.	Reluctant to check for constructability		✓				\checkmark				\checkmark	3
8.	Late information delivery and cumbersome		\checkmark	\checkmark				\checkmark		\checkmark	\checkmark	5
	approach to request for information											
9.	Over design and underestimating the costs	✓						\checkmark				2
10.	Incompleteness of drawings and specifications		✓	\checkmark				\checkmark			\checkmark	4
11.	Design and specification oversights and errors or	✓	✓	✓				\checkmark			\checkmark	5
	omissions resulting from uncoordinated civil,											
	structural, architectural, mechanical and											
	electrical designs											
12.	Inadequate site investigation report		\checkmark		\checkmark					\checkmark		3
13.	The assessment of liquidated and ascertained									✓		1
	damages against main contractor											
14.	Lack of understanding and agreement in contract		✓						\checkmark			2
	procurement											
	Contractor related causes											
01.	Inadequate contractor's management		✓	✓			✓		✓			4
02.	Failure to plan and execute the changes of work			✓					✓	✓	✓	4
03.	Failure to understand and correctly bid or price	✓	✓						✓		✓	4
05.	of the work											•
04.	Inadequate critical path method (CPM)		√						✓		✓	3
04.	scheduling and update requirements											3
05.	Architect/engineer dissatisfaction on the work									✓	✓	2
05.	progress of main contractor											2
06.	Main contractor fails to proceed in a competent									1		1
00.	manner									•		1
07.				1	1					1		3
07.	Non-payment to sub-contractor by main contractor			•	•					•		3
08.	Main contractor ceases work on site									1		1
				./						./	./	3
09.	Argument on the time extension costs claimed by			٧						•	•	3
10	main contractor									./		1
10.	Main contractor denies access of the site for the									٧		1
1.1	sub-contractor									./		1
11.	Subcontractor works delay due to main									V		1
10	contractor						,			,		2
12.	Inadequate tracing mechanisms for request of						•			•		2
	information											
0.1	Common causes				,		,			,		2
01.	Consequences of opening for inspection				✓		✓			V		3
02.	Both parties want to control over proceedings			,			,			•		1
03.	Deficient management			•			•	,				2
04.	Delay or suspension of works						,	V				1
05.	Failure to appoint a project manager						V				,	1
06.	The absence of team spirit among the participants						✓			,	√	2
07.	Both parties are not interested to settle	,								V		1
08.	Parties have unrealistic expectations	✓		✓			,			V		3
09.	No leadership within the project teams						✓			V		2
10.	Both parties not prepared for negotiations									√		1
11.	Argument on acceleration cost		,		,		,			✓	,	1
12.	Poor communication amongst the members of		✓		✓		V				V	4
1.0	the team						,				,	_
13.	Failure to respond in timely manner						V				V	2

Argument on the prolongation costs 1 Lowest price mentality in engagement of 1 contractors and designers No trust between the parties and felt no trust on 1 16. 17. Too many issues brought to table 1 Delay works due to utility services organization 1 People interruptions 2 20. Negotiators lacked experience 1

Reference

1-Hohns (1979), 2-Kumaraswamy (1997), 3-Kumaraswamy and Yogeswaram (1998), 4-Sambasivan and Soon (2007), 5-Acharya, Lee and Kim (2006a), 6-Fenn, Lowe and Speck (1997), 7-Hall (2000, as cited in Jafar et al., 2011), 8-Carmicheal (2002), 9-Cheung and Yiu (2007), 10- Jafar et al. (2011)

Table 1 presents the identified 50 causes that create conflict in construction stage. These causes are categorized under main four categories such as, client related causes, consultant related causes, and contractor related causes and common causes. The causes which arises generally are categories under the common causes. Amongst, delay interim payment from client has been identified as critical cause of client with higher frequency of 4. The frequency denotes the number of times the same causes are sighted in the literature. Late information delivery / cumbersome approach to request for information and design and specification oversights and errors or omissions resulting from uncoordinated civil, structural, architectural, mechanical and electrical designs are identified as critical causes created by consultant. Meanwhile, inadequate contractor's management, failure to plan and execute the changes of work and failure to understand and correctly bid or price of the work has been identified as critical causes related to contractor. However, causes such as poor communication amongst the members of the team was highly sighted and considered most important cause araised under the common issue. Following this RIBA plan of work has been discussed.

2.2 RIBA Plan of Work

"The RIBA Plan of Work describes the way a construction process should be organized" (Hughes, 2003). It provides a shared framework for design and construction that offers both a process map and a management tool and developed through its history to reflect the increasing complexity of project, to incorporate increasing and changing regulatory requirements and to reflect the demands of industry (RIBA, 2013). The latest versions of RIBA plan of work are RIBA plan of work 2007 and RIBA plan of work 2013. RIBA plan of work 2007 consist of eleven stages from appraisal to post practical completion. The latest version of RIBA plan of work; RIBA plan of work 2013 has undergone a radical over haul (RIBA, 2013). This plan has eight stages and eight task bars.

Pre contract stage of the RIBA plan of work 2007 would be laid from appraisal to mobilization because signing of the contract would do at the mobilization stage (Cooke & Williams, 2008). In RIBA plan of work 2013 pre contract stage can be identified from strategic definition stage to technical design stage (RIBA, 2013). When considering above two outline plans it obviously shows that the pre contract stage in RIBA plan of work 2007 is more descriptive than the RIBA plan of work 2013 as it has more stages. Therefore this research would propose a pre contract practice which is based on RIBA plan of work 2007.

3.0 Research Methodology

A proper literature review was carried out in identifying the causes for conflicts in construction industry. This was followed with a preliminary interview among 3 experts who possessed

experience above 10 years in construction industry each from client, consultant and contractor organizations to investigate the activities in pre contract practices to eliminate the causes. Data was analyzed through a content analysis and a conceptual pre contract practice was developed.

Further a questionnaire survey was employed amongst 38 industry practitioners consisting of 10 practitioners from client organizations, 16 consultant practitioners and 16 contractor practitioners to identify the appropriateness of each practices amongst the four categories i.e. client, consultant, contractor and common related causes. Further, the questionnaire intend to identify the significant activities in the pre contract practices to eliminate the causes for conflicts. Thus, T test was used to analysis the data gathered through the questionnaire survey.

$$t = \frac{\overline{X} - \mu_0}{s / \sqrt{N}}$$
 Equation 01

Where \overline{X} mean importance level given by the respondents for particular perspective or indicator; $\mu 0$ Mean of the hypothesized population, (2 in this case); S Standard Deviation (SD) of the sample; N Sample size; df Degree of freedom (N-1); α Level of significance.

Through the t value the significant activities were selected. Then using those activities proposing pre contract practice was refined and proposed to the industry as a conflict avoidance pre contract practice.

4.0 Findings and Discussion

The Table 2 presents the activities of pre contract practice's Mean values, T values and P values to identify the significant activities.

Table. 2

Pre contract practices to avoid causes	N	Mean	T	P
Practices to avoid client related causes				
Provide a performance/ payment guarantee of the client to the contractor	38	4.3420	10.6	0.000
Selection of well qualified, competent and people who had done a similar nature project as the design team	38	4.4470	13.83	0.000
Appointing one person to coordinate all the parties of the project	38	4.2630	10.25	0.000
Client has to asses project options in terms of nature of his 'need' and the consequences of satisfying it using project appraisal techniques.	38	4.0260	8.83	0.000
Client has to identify what costs are affordable	38	4.5789	19.45	0.000
Practices to avoid consultant related causes				
Properly identification and clearly understanding of client's requirements and objectives	38	4.6316	20.57	0.000
In the Design Brief include user requirements	38	4.8684	27.82	0.000
In the Design Brief include schedules of accommodation,	38	2.5000	-2.78	0.996
In the Design Brief include site information,	38	4.6053	16.64	0.000
In the Design Brief include design and material quality,	38	3.7110	3.85	0.000
In the Design Brief include facilities management,	38	3.5000	2.98	0.003
In the Design Brief include environmental services,	38	3.9740	7.03	0.000
In the Design Brief include sustainable development policy,	38	3.3950	2.74	0.005
In the Design Brief include whole life costing,	38	3.8160	7.72	0.000
In the Design Brief include time table of critical events,	38	3.9470	6.29	0.000
In the Design Brief include target cost/cash flow constraints,	38	4.0530	8.44	0.000

In the Design Brief include procedures, time and cost controls,	38	4.2630	10.76	0.000
In the Design Brief include professional appointments,	38	3.7370	4.4	0.000
In the Design Brief include partnering,	38	3.9740	5.85	0.000
In the Design Brief include construction procurement,	38	4.4740	14.05	0.000
In the Design Brief include risk, value and quality management policy	38	4.1320	8.98	0.000
Prepare soil investigation report	38	4.3160	10.97	0.000
Send the soil investigation report to the experts and get recommendations for the foundation	38	4.3680	12.5	0.000
Provide sufficient details to the architect to prepare drawings	38	4.7632	25.23	0.000
Prepare specifications according to the drawings of the project	38	4.6579	21.26	0.000
Prepare specifications for each particular project	38	4.5263	15.59	0.000
Prepare the preliminary estimate by a professionally expert and give a realistic figure to the client	38	4.3680	10.29	0.000
Update the preliminary estimate as design develops	38	4.4210	12.14	0.000
Prepare a comprehensive and error free design of structural and building services systems	38	4.5260	13.69	0.000
Have regular face to face interviews with the Architect, MEP engineer and structural engineer	38	4.5000	14.29	0.000
Prepare a 3D model of the design	38	2.9740	-0.18	0.572
Visualize the project using visualization techniques	38	2.9740	-0.21	0.581
Develop specifications according to the client's requirements	38	4.7105	22.94	0.000
Prepare a realistic cash flow forecast which shows cash in and out	38	4.6580	16.3	0.000
Complete the client brief; it should be very clear and in written	38	4.3680	9.55	0.000
Use prefabricated elements in the design	38	2.4210	-4.16	1.000
Clearly specify which material should use	38	4.5263	18.59	0.000
Review and check all the specifications as a whole after preparation	38	4.6842	19.76	0.000
Organize design workshop with architect, structural engineer and services engineer to get together and review the design	38	4.4210	12.14	0.000
Finalize the design	38	4.3420	13.19	0.000
Finalize the specifications	38	4.6579	21.26	0.000
Prepare Quality Manual	38	4.1320	8.98	0.000
Prepare Health and safety policy	38	4.3680	11.82	0.000
Find out all the information regarding the project	38	4.5526	15.91	0.000
Preparation of BOQ using quantities which are taken off from the 3D model	38	2.9740	-0.18	0.572
Use standard method of measurement to take off quantities	38	4.6316	20.57	0.000
Avoid words which have general meanings in the BOQ descriptions	38	3.7630	5.33	0.000
Write BOQ descriptions in a specific manner	38	4.4470	12.32	0.000
If there are any neighboring which has to give special attention and get disturbance avoidance precautions mention them in the BOQ	38	4.5263	16.9	0.000
Engineer goes to the site and get a proper a site investigation before preparing the engineer's estimate	38	4.1840	9.53	0.000
Application for statutory approvals and approvals and get those approvals before handing over the site to the contractor	38	4.7368	23.99	0.000
Prepare tender document with technical works related documents (drawings and specifications) and contract details	38	4.6053	19.98	0.000
Use exact description of the contract. (Which edition, does sectional completion apply, are there any supplements or amendments, etc.)	38	4.6316	20.57	0.000

Insert precise and correct details in the appendices, not just the completion date, but also the insurance provision and other vital data	38	4.4737	15.05	0.000
Include the full text of auxiliary documentation, such as bonds, guarantees, collateral warranties, etc. in the contract	38	4.5263	16.9	0.000
Mention the qualifications and ask for CV's of contractor's management staff which going to appoint in that project	38	3.7370	5.49	0.000
Review and check the tender document as a whole	38	4.8421	30.73	0.000
Evaluate Pre Qualifications of the tenderers	38	4.5530	14.84	0.000
Issue tender document to the selected contractor's through E- tendering	38	2.1580	-5.49	1.000
Give sufficient time to tenderers to bid	38	4.5789	17.64	0.000
Arrange pre bid meetings and let tenderers to send tender questionnaires for further clarifications	38	4.7895	26.7	0.000
Arrange pre tender site visits to tenderers	38	4.7105	20.47	0.000
Set an evaluation criteria specifically to the particular project	38	4.0790	6.67	0.000
Do a comprehensive technical evaluation while doing the bid evaluation	38	4.1320	7.97	0.000
When evaluating check whether the bidder had reached the depth which was expected	38	4.0000	10.82	0.000
Evaluate the resources of the bidder; whether he has sufficient plant and equipment	38	4.3680	13.32	0.000
Check past records, client reference letters and qualifications of the selected bidders before submitting the recommendations to the client	38	4.0530	8.85	0.000
Include full and complete descriptions of the works information; Avoid General statements within the contract; Instead of that set out a complete list of specifications, drawings, questions and answers, etc. that apply	38	4.5789	19.45	0.000
Complete the appendices should be fully and carefully	38	4.3950	12.65	0.000
Attach exact description of the ancillary documents to be referred	38	4.4474	14.83	0.000
All the documents in the contract document should be in line without any laps of information or ambiguities	38	4.7632	25.23	0.000
Use reasonable payment terms in the conditions of contract	38	4.5530	13.96	0.000
The clauses on client's and contractor's responsibilities to control the quality should be very strong and incorporated to the documentation	38	4.6842	22.04	0.000
Clearly state Engineer's responsibilities in the documentation (Eg: No. of test cubes, how many inspections, how to control the quality of the site, etc.)	38	4.6053	18.08	0.000
Mention the evaluation procedure of liquidated damages in the contract document	38	4.8158	28.49	0.000
Mention the evaluation procedure of prolongation cost in the contract document	38	4.6316	20.57	0.000
Give time bar in the contract document to respond for the requests for information (RFI), confirmation of verbal instructions(CVI) and other information requesting forms	38	4.6579	21.26	0.000
Elaborate the clause in the conditions of the contract what are the parameters which would measure the cost of a time extension	38	4.6842	22.04	0.000
Specify the dispute resolution methods in the contract document	38	4.5526	15.91	0.000
Mention the experience of the negotiator and the procedure of negotiations in the contract document	38	3.6050	4.94	0.000
Mention the Adjudicator/s in the contract document with the fee	38	2.8680	-0.87	0.804
Define the completion date	38	4.9474	53.05	0.000
Review and check the contract document as a whole by one person	38	4.6579	21.26	0.000
Provide the sequence and procedure of engineer's inspections and testing	38	4.4737	16.31	0.000

38	4.6053	19.98	0.000
38	4.5260	14.55	0.000
38	4.8684	27.82	0.000
38	4.9211	43.33	0.000
38	4.9737	75	0.000
38	4.9211	43.33	0.000
38	4.3947	17.36	0.000
38	4.9211	43.33	0.000
38	4.4210	13.64	0.000
38	3.5790	3.09	0.002
38	4.3160	11.56	0.000
38	4.6053	19.98	0.000
38	4.6316	20.57	0.000
38	4.8684	33.62	0.000
38	3.5000	4.04	0.000
38	4.5789	19.45	0.000
			0.000
			0.000
			0.000
38	3.9/40	8.38	0.000
38	3.2370	1.18	0.123
	38 38 38 38 38 38 38 38 38 38 38 38 38 3	38	38 4.5260 14.55 38 4.8684 27.82 38 4.9211 43.33 38 4.9737 75 38 4.9211 43.33 38 4.9211 43.33 38 4.9211 43.33 38 4.9211 43.33 38 4.4210 13.64 38 3.5790 3.09 38 4.3160 11.56 38 4.6053 19.98 38 4.6316 20.57 38 4.8684 33.62 38 4.5789 19.45 38 4.7105 22.94 38 4.6316 20.57 38 4.1840 9.53 38 3.9740 8.38

Throughout literature 50 causes were identified which create conflict in construction process. Pre contract stage activities were identified through expert survey. Then, conceptual pre contract practice were proposed and surveyed through questionnaire in order to identify the significant of activities and correct placement in the RIBA plan of work. There were only 18 proposed activities were found as not in the appropriate stage in RIBA plan of work. Then when selecting the appropriate work stage for those activities, the majority's opinion given by respondents in questionnaire survey was considered.

Subsequently, above identified 105 activities in pre contract practice to eliminate conflicts in construction stage has been assessed through questionnaire survey in order to identify significant activities in pre contract practice and verify the order assigned for each task in RIBA plan of work 2007. According to above test result 97 activities were selected which were having lesser p values than 0.025 and eight activities having higher p values than 0.025 were eliminated such as, In the Design Brief include schedules of accommodation, Do a crack survey and find out the details about neighboring buildings, Prepare a 3D model of the design, Visualize the project using visualization techniques, Use prefabricated elements in the

design, Preparation of BOQ using quantities which are taken off from the 3D model, Issue tender document to the selected contractor's through E- tendering, Mention the Adjudicator/s in the contract document with the fee. Remaining other all pre contract activities reject null hypothesis by accepting the alternative hypothesis. Hence those eight pre contract activities were removed and others were selected to propose the pre contract practice which avoids conflicts at the construction stage.

Further, literature identified 50 causes which are created by client, consultant, contractor and common factors. Amongst, the higher number of causes are identified in common factors. Which could be created by either parties or third party. However, among these 20 common causes "Poor communication amongst the members of the team" was identified significant and rest 19 common causes were rarely cited in the literature. Nonetheless, to eliminate common causes 8 practices were suggested in which enter all the information of the project to Building Information Modelling to eliminate communication errors was identified significant with a mean value of 4.8684. Next high number of causes were identified in terms of consultant in which to eliminate 82 number of practices were identified in which define the completion date was significant. Similarly for the rest of the two client and contractor causes, appropriate practices were suggested to eliminate such causes. Further the Figure 1 categories the practices among the RIBA stages and proposes a framework to integrate the practices to eliminate the causes in construction.



· Preparation of a

design brief

information.

design and

management.

environmental

facilities

services.

sustainable

development

cost/cashflow

constraints.

professional

partnering,

construction

management

for the pre

policy

appointments,

policy, whole life

of critical events.

procedures, time

and cost controls,

procurement, risk,

value and quality

· Prepare a program

contract stage; pre

should be properly

contract activities

identified and a

reasonable time

period should be

· Selection of well

competent and

done a similar

· Appointing one

parties of the

people who had

nature project to

allocated

qualified,

the team

person to coordinate all the

project

costing, time table

comprehensive

requirements, site

material quality,

Design Development

Production Information

Tender Documentation

Tender Action

Mobilization

- Properly identification and clearly understanding of client's requirements
- and objectives · Client has to identify what costs are affordable
- · Client has to asses project options in terms of nature of his 'need' and the consequences of satisfying it using project appraisal techniques.
- · Identify Access restrictions public disturbances and possibility of night working at the

- report comprising of user
 - Send the soil investigation report to experts and get recommendations for the foundation
 - · Provide sufficient details to the architect to prepare drawings
 - Prepare specifications for each particular project · Prepare the preliminary estimate by a

professionally

expert and give a

realistic figure to the client · Update the preliminary estimate as design develops

- Prepare soil investigation
- face to face interviews with the Architect, MEP engineer and structural engineer Prepare

Have regular

- specifications according to the drawings of the project Develop
- specifications according to the client's requirements Client should prepare a realistic cash

flow forecast

which shows

in written

cash in and out · Complete the client brief; it should be very clear and · Prepare a comprehensive and error free design of structural and building services systems

Technical

Design

- · Find out the alternative materials which can be used
- Do Value Engineering to select elements and materials among the alternatives
- Clearly specify which material should be used
- Review and check all the specifications as a whole after preparation
- · Organize design workshop with architect structural engineer and services engineer to get together and review the design
- · Finalize the design

- · Finalize the specifications
- · Prepare Quality Manual
- · Prepare Health and safety policy · Find out all the information
- regarding the project · Enter all the information of the project to Building
- Information Modeling (BIM) · Identify the sequence of the project according the scope of the project
- · Preparation of the project program
- · Identify scope of each task and allocate reasonable duration for each task
- · Use standard method of measurement to take off quantities
- · Avoid words which have general meanings in the BOO
- descriptions · Write BOQ descriptions in a
- specific manner · If there are any neighbouring which has to give special attention and get disturbance avoidance precautions mention them in the BOQ
- · Engineer goes to the site and get a proper a site investigation before preparing the engineer's estimate
- · Application for statutory approvals and approvals and get those approvals before handing over the site to the contractor

- Prepare tender document with technical works related documents (drawings and specifications) and contract details
- · Use exact description of the contract. (Which edition, does sectional completion apply, are there any supplements or amendments, etc.)
- · Insert precise and correct details in the appendices, not just the completion date, but also the insurance provision and other vital data
- · Use reasonable payment terms in the conditions of contract
- · The clauses on client's and contractor's responsibilities to control the quality should be very strong and incorporated to
- · Clearly state Engineer's responsibilities in the documentation (Eg: No. of test cubes, how many inspections, how to control the quality of the site)
- Give time bar in the conditions to respond for the requests for information (RFI). confirmation of verbal instructions(CVI) and other information requesting forms
- · Mention the evaluation procedure of liquidated damages
- · Mention the evaluation procedure of prolongation cost
- Mention the qualifications and ask for CV's of contractor's management staff which going to appoint in that project
- · Elaborate the clause in the conditions of the contract what are the parameters which would measure the cost of a time
- · Specify the dispute resolution methods in the tender document
- · Mention the experience of the negotiator and the procedure of negotiations in the tender document
- · Include the full text of auxiliary documentation, such as bonds. guarantees, collateral warranties, etc. in the contrac
- · Review and check the tender document as a whole

- · Evaluate Pre Qualifications of the tenderers
- · Give sufficient time to tenderers to bid
- · Arrange pre bid meetings and let tenderers to send tender questionnaires for further clarifications
- · Arrange pre tender site visits to tenderers
- · Set an evaluation criteria specifically to the particular project
- · Do a comprehensive technical evaluation while doing the bid evaluation
- · When evaluating check whether the bidder had reached the depth which was expected
- · Evaluate the resources of the bidder; whether he has sufficient plant and equipment
- · Check past records, client reference letters and qualifications of the selected bidders before submitting the recommendations to the client
- · Contractor should refer all the drawings, specifications and pricing preambles when pricing the bid
- · Contrcator should identify the work correctly when pricing; send tender questionnaires for clarifications in the tender document
- · Contractor should attend in pre bid meeting and ask the things need to be clarified
- · Contractor should attend in a pre-tender site visit and have a site investigation before
- · Contractor should refer quality manual and health & safety manual when pricing the bid
- · Contractor should prepare a realistic program

- · After client has decided to appoint a contractor the contract should be prepared as soon as possible
- · Any purpose written amendments should be attached to the contract as they are expressly incorporated.
- · Include full and complete descriptions of the works information; Avoid General statements within the contract; Instead of that set out a complete list of specifications, drawings, questions and answers, etc. that apply
- · Include the full text of auxiliary documentation, such as bonds, guarantees, collateral warranties, etc. in the contract
- · Complete the appendices fully and carefully · Attach exact description of the
- ancillary documents to be referred
- · All the documents in the contract document should be in line without any laps of information or ambiguities
- · Define the completion date
- · Review and check the contract document as a whole by one person
- · Keep a full copy of the contract for record purposes
- · Provide a performance/ payment guarantee of the client to the contractor · Provide the sequence and procedure
- of engineer's inspections and testing · Set a date to give the possession of
- the site to the contractor after getting all statutory approvals and all authority connections of utility services.
- · Contractor should properly schedule work and material to the project
- Contractor should prepare a realistic cashflow which shows cash in and out throughout the

5. Conclusions

The construction industry is a place where conflicts are inevitable because multi-disciplinary parties are involved. Thus this study identified 50 causes which creates conflicts in the construction projects through a literature review. Accordingly 105 activities in the pre-construction stage which would eliminate the above identified causes were identified and carried forward to a questionnaire survey. Thus, 97 activities was identified as significant and refined pre contract practice was proposed through RIBA plan of work to avoid conflicts in construction stage. Contractor should attend in pre bid meeting and ask the things need to be clarified, Contractor should prepare a realistic program, Contractor should identify the work correctly when pricing; send tender questionnaires for clarifications in the tender document, define the completion date are identified as important practice among all identified practices through survey. Anyhow, all of these practices need to follow in each stage of RIBA plan of work throughout the pre contract stage to avoid the conflicts in project construction stage.

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