

# Chartered Quantity Surveyors



# INTRODUCTION

AG Consult was setup in July 2006 in response to a growing need within the construction industry for transparency and value for money. In the public sector the move from public to private ownership made this requirement even more important. Our experience in helping achieve this goal goes beyond the date of our incorporation. In that time we have offered various commercial and contract administration services that have been focused on transparency and achieving value for money.

All our current services are designed to provide clarity, transparency and achieve the best value for money for our clients'. These services include preparing a bill of quantities; advising on construction costs; managing all the commercial aspects of the construction project; valuing and advising on construction claims; as well as risk identification, analysis and management services.

We have experience in all disciplines within the construction industry, so our clients' can be confident in our ability to understand and deliver on any of their requirements to the highest level of quality and service.

We are regulated by the Royal Institution of Chartered Surveyors, so we are committed to acting ethically and are continually updating our knowledge and skills within the construction industry and our areas of expertise.

## Mission

Our mission is to ensure our clients' achieve their objectives. This is achieved by recruiting highly qualified, experienced and forward thinking professionals, who are passionate about their work and committed to ensuring their clients' projects are successful.

## Vision

Our vision is to become the preferred partner for our clients', based on excellent service through knowledge, experience, mutual understanding and trust.

## Values

**Clients:** We believe in working in partnership with our clients' so we can offer the best possible service and add value wherever possible.

**People:** We employ and retain only the most passionate and experienced professionals who provide inspiration to others.

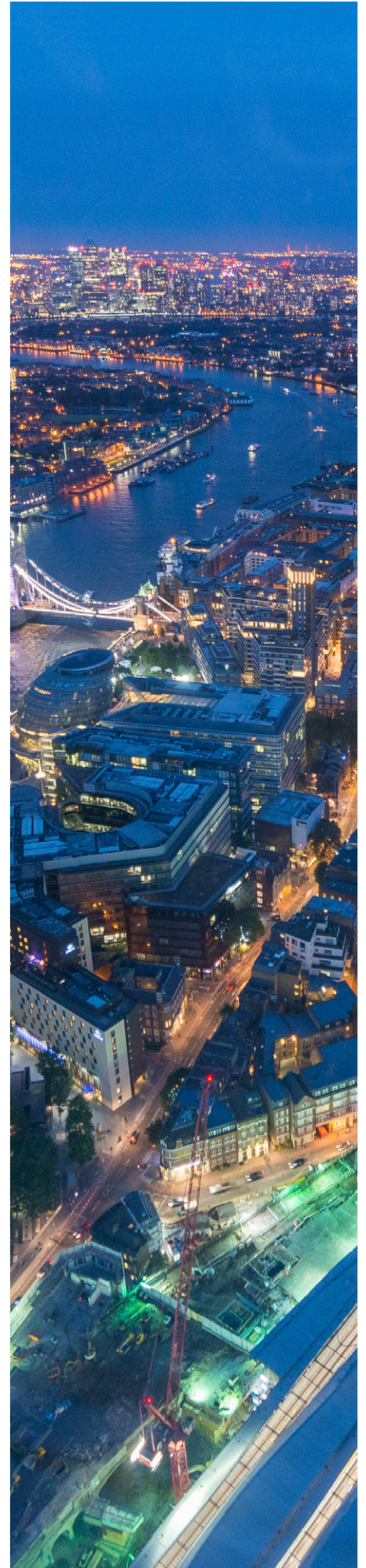
**Honesty:** We are open and honest and expect the same from our clients'.

**Respect:** We believe in mutual respect and understanding from our clients', other stakeholders and the community in which we work.

**Environment:** We strive to ensure we minimise the impact on the environment in the places we do business and encourage our clients' to do the same.

**Communication:** We offer clear, concise and independent advice to all our clients'.

We believe these values to be fundamental in achieving our Vision and this success can be shared with our clients' and everyone we work with.



## QUANTITY SURVEYING

We assist our clients' in developing a Bill of Quantities. This document lists all the work that is required on the project alongside the quantities and the specification for each item where appropriate, this clarifies our clients' exact requirements and expectations. A Bill of Quantities is also vital in reducing disputes during the construction process and makes resolving disputes easier and quicker.

## COST CONSULTANCY

### Feasibility Studies

We can assist our clients' in deciding on their project requirements and drafting an indicative cost for the project. This allows an initial budget to be set as well as determining the viability of any existing budgets. We liaise with the clients' representatives such as architects, engineers and other project stakeholders to ensure their requirements are comprehensively and accurately assessed.

### Design Options Estimates

Once the indicative budget has been derived, we can suggest alternative solutions that may reduce the initial cost or ensure the lifetime costs of the project are minimised, whilst retaining the functionality required from the project.



### Tender Preparation

To ensure the project is delivered successfully, it is crucial that at the tender stage a clear and transparent scope of works is established between all the construction parties. A Bill of Quantities can be produced at this stage to provide an even greater degree of clarity and transparency in terms of the scope of works to be completed. The Bill of Quantities would detail the volumes of materials and their specification. We can also determine timescales for completing the project. Once the scope is clearly defined, tender documentation can be produced using the most appropriate form of contract and procurement method.

The Bill of Quantities then permits for comparisons between various contractors and suppliers on exactly the same requirements. This helps identify who is providing better value for money. AG Consult can also price the Bill of Quantities to facilitate a benchmark comparison and thereby assist in the determination of any errors or omissions that a contractor may have made.



### Tender Evaluation and Selection

Once the suppliers have been identified, we can evaluate and make recommendations on the most appropriate use of these suppliers. This may not always be on their initial pricing, but could be on the basis of added value services and also taking into consideration the whole life of the project. The use of a Bill of Quantities ensures the comparison of all suppliers is carried out on a like for like basis.

### Contract Drafting

Choosing the most suitable contract for the type of procurement route selected is essential, as this will ensure the appropriate risks and responsibilities are placed with the supplier who can best deal with them. This will not only allow the client to achieve its objectives in the most efficient way, but also determine how other suppliers are likely to behave with each other. Our experience in contractual disputes ensures the risks to our clients' are reduced.

The payment mechanism and any payment incentives are part of the contract drafting process. This will allow transparency to the client and stakeholders on the progress of the works and provides confidence to funders.

### Final Negotiation

Once an assessment of all suppliers has been carried out, it may be possible to negotiate further on the scope, specification and price for the works. This is an important stage in agreeing details of the terms and conditions of the contract. Many factors need to be considered to ensure negotiations are successful and reduce the risk of a stalemate situation, or worse a tender withdrawal.

# COMMERCIAL MANAGEMENT

We can offer coordination, guidance and technical support throughout the construction project. This can help on deciding the best supplier arrangement required to deliver the project. We can provide guidance and support on the type of contracts to be drafted with the supply chain. We are experienced in administering various forms of contract, agreeing changes to the contract and finalising the accounts with all the construction parties.

## Procurement

Selecting the most appropriate construction team for your project is essential in ensuring the final product is that which was specified and was achieved within the constraints stipulated. We have the experience and knowledge in assessing the best method of procurement and drafting the most appropriate form of contract to ensure any risks are minimised for our clients'.



## Monitoring Works

Our experience and knowledge throughout the various construction stages of a project helps us to offer a reporting service to our clients', other project stakeholders and funders. We report on the live status of the project and offer a forecast on the completion of the project in terms of time and cost. We can also offer remediation and mitigation advice to our clients' to enable deadlines to be met and budgets to be maintained.

## Change Management

Once the construction is underway, the requirements of the client and other stakeholders may change. It's also possible that the contractor may advise of changes to the original scope of works or timescales to deliver. This could be as a result of contractor oversight or external influences. We can manage this process to confirm changes to time and costs are valued correctly and their implications assessed accurately.

## Contract Management

Whether one or more suppliers are appointed, we have the experience to manage these suppliers to ensure the project objectives are met. This involves administering the contract, monitoring and managing the time, cost and risk aspects of the project. This safeguards the original time and cost plans along with mitigating any unforeseen changes.

Realising the value of the works carried out at any point in time allows for accurate cash flow forecasting and validation. Capturing cost and value issues early in a project can help ensure profitability is achieved. This may involve value engineering, improving productivity or further negotiations with funders, stakeholders and suppliers.

## Authorising Payments

Once work is underway, interim or one-off payments will need to be made to contractors and suppliers. This should be assessed according to the contractual terms and conditions, as well as checking for errors, omissions and additions that may adjust the correct value to be paid. Aside from cash flow issues for the client as well as the supply chain, there are legal requirements on when and how payments should be assessed and paid. It is also prudent to assess payments correctly for works already completed as this will safeguard the financial risks should the project need to be terminated, changed dramatically or a supplier becomes bankrupt.



## Preparation of Final Accounts

Once the project is completed, it is necessary to prepare a final account of all the works, changes and claims during the construction project, this will conclude the commercial aspects of the project. Any claim that each party feels has not been addressed satisfactorily can be challenged through various dispute resolution mechanisms.

Programme and cost information finalised at the end of a project is also very useful for clients and suppliers for future projects.

## CLAIMS ASSESSMENT AND EXPERT WITNESS

Even with a detailed Bill of Quantities and excellent construction management there can be situations where disputes may still arise. We have the experience to assess any claims from any of the construction parties and agree a settlement (if any) on our clients' behalf. Should the construction parties wish to take the claim any further to the various dispute resolution mechanisms. We can provide guidance on our clients' responsibilities and also act as an independent Expert Witness in any legal proceedings.

### Cost Claim

Contractors and subcontractors may submit claims for additional cost, during or at the end of a project. This could be for a variety of reasons. Our expert knowledge and experience can determine the validity of the claim and assess any value that may be due to the claimants. Equally the client may pursue claims for additional cost to be borne by the contractor(s). Again we can assess the validity, value and the likelihood of achieving a successful claim.



### Time Claim

Contractors and subcontractors may submit claims for additional time at any stage of the project. This could be for a variety of reasons. Our expert knowledge and experience can determine the validity of the claim and assess any additional time that may be due to the claimants. Equally the client may pursue claims for additional time to be borne by the contractor(s). Again we can assess the validity, additional time and the likelihood of achieving a successful claim.



### Expert Witness

In some cases even the best construction management and controls may still give rise to disputes which cannot be resolved through negotiations alone. We can offer guidance on the variety of dispute resolution procedures available and also act as an independent Expert Witness in legal proceedings.

## RISK AND OPPORTUNITY MANAGEMENT

All construction projects have an element of risk and opportunity, these may be small or large and they may be different for the various construction parties involved. Our experience of similar projects enables us to identify these risks and opportunities at the early stages, thereby developing specific plans to be able to manage them effectively. We can also identify opportunities within the project which could provide better value for money, both in the short term and over the whole life of the product.

### Risk and Opportunity Identification

Our experience and knowledge in the construction industry allows us to assess our clients' risks and opportunities, by offering guidance on the best approach to identifying and capturing project risks and opportunities.

### Risk and Opportunity Analysis

Once all the risks and opportunities have been identified, the next stage is to analyse these by determining their cause and effect. These are then categorised based on the severity of their impact and the likelihood of them occurring.

### Risk and Opportunity Management

Once all the risks and opportunities have been identified and analysed, a risk and opportunity response plan needs to be developed based on a decision matrix. These risks and opportunities will then need to be monitored throughout the project and if required re-analysed. In monitoring these risks and opportunities new and secondary risks and opportunities may be identified, which will require further analysis and management.

*To view projects, please visit our website: [www.ag-consult.co.uk](http://www.ag-consult.co.uk)*



# AG CONSULT

Achieving Goals in Construction

---

The Media Centre  
7 Northumberland Street  
Huddersfield  
HD1 1RL

01484 982 182 - 07779 979827

[www.ag-consult.co.uk](http://www.ag-consult.co.uk) - [info@ag-consult.co.uk](mailto:info@ag-consult.co.uk)