

Circular No: SCA/723/0518/WX

SCAL Academy Seminar

The Preparation of Claims for Time and Cost

Organised by

**24 May 2018 (Thursday), 1.00pm to 5.00pm**

Introduction

It is inevitable during the life of a project that changes will happen. When these changes occur they usually result in an increase in cost and time for which the Contractor will want to be reimbursed. This seminar will set out how to produce a claim for Time and Cost with focus on the types and content of claims, instructions, what are changes and variation orders, claims concerning time and what happens after the submission of claims.

Objective

Participants will gain an understanding of the nature and types of claims, the contractual implications of claims and how best to prepare claims for time and cost. The seminar will cover the full spectrum of the preparation of claim to actual submission including a review of the power to issue instructions under contract and changes and variations to original scope. An analysis of post-claims submissions will focus on the rejection or acceptance of claims and provide insight into negotiations.

Course Outlines

By the end of the seminar, the participants will have gained an understanding of the following:

- ✓ An overview of Change Management and claim provisions in the Standard Forms of Contracts
- ✓ Overview of delay analysis techniques
- ✓ The Valuation of Variations
- ✓ Common pitfalls and mistakes
- ✓ Evaluation of a claims submission.

Accreditation

PDUs – 4 Units
CET – 4 Hours
(PENDING)

Who Should Attend

This seminar will be of immediate benefit to Managing Directors, Sales Director, Contracts Managers / Executive, Program Managers, Project Director / Managers, Business Managers, Marketing Managers / Executive, Project Engineers, Business Advisers, Quantity Surveyors and Consultants.

About the Speakers' Organisation

HKA is the new global brand that unites the former construction claims group of Hill International and associated subsidiaries. HKA is supported by Bridgepoint Development Capital, part of Bridgepoint, a major international private equity group headquartered in London, UK. The launch of HKA creates one of the world's leading providers of advisory, consulting and expert services for the construction, manufacturing, processes and technology industries. HKA has over 900 professionals in more than 40 offices in 20 countries worldwide.

About the Speaker



Joel Gauson, Associate Director, HKA Global (Singapore) Pte. Ltd
BSc (Hons) MSc PgDipArb FRICS FCI Arb

Joel Gauson is Chartered Quantity Surveyor and an accomplished Contracts / Commercial Manager with over 20 years' experience in Asia spanning the Building, Civil Engineering, Transport and Oil & Gas Sectors. He has had involvement in Projects from feasibility through to final account stage in both the private and public sectors, working for Sub-Contractors, Contractors and Employers. Joel specialises in contract and quantum analysis and has been involved in the preparation and defense of claims in commercial negotiation and arbitration, including assisting in expert appointments.



Mark Curties, Managing Consultant, HKA Global (Singapore) Pte. Ltd
MITB, BSc (Hons)

Mark Curties has over 7 years' experience in claims consulting. This involved providing claims management, including preparation and defence, arbitration and expert witness support services. Mark is experienced in power generation, infrastructure and petro-chemical works, and has worked on numerous disputes across Europe and the Middle East. Additionally, Mark is trained in managing large and complex datasets, efficiently deriving insights through a range of analytical approaches. Mark is currently engaged as a Managing Consultant for HKA's Singapore office, providing both delay analysis and data support for claims commissions undertaken by the office.

SEMINAR DETAILS

Date: **24 May 2018 (Thursday)**Time: **1.00pm – 5.00pm**Venue: **The Singapore Contractors Association Ltd**
Construction House, 1 Bukit Merah Lane 2
Singapore 159760Fee: **\$150 SCAL Member****\$160 CIJC Member****\$180 Non Member***(*inclusive of 7% GST)*

Registration Form

Please fill in print or type clearly on form below, & return your completed form details with payment to
(Form may be copied for additional participants)



SCAL Academy
150 Neil Road
Singapore 088879



Fax: 6793 4401



Tel: 6793 9020



weixuan@scal.com.sg/elene@scal.com.sg



Attn: Ms Tan Wei Xuan/ Ms Elene Yeo

“The Preparation of Claims for Time and Cost”

Date: **Thursday, 24 May 2018**

Time: **1.00pm– 5.00pm**

Venue: **The Singapore Contractors Association Ltd @ Construction House, 1 Bukit Merah Lane 2, Singapore 159760**

Please register the following person(s) for the above preview:

Name: _____ NRIC/FIN No: _____ Designation: _____

Name: _____ NRIC/FIN No: _____ Designation: _____

Name of Company: _____ Company Reg No (ROC No): _____

Address of Company: _____ (S) _____

Contact Person: _____ Tel: (Office) _____ (HP) _____

Fax: _____ E-mail: _____

Enclosed is a crossed cheque no: _____ for S\$ _____ (Cheque should be crossed, marked “account payee only”,
made payable to **SCAL Academy Pte Ltd**) being registration fee for _____ person(s).

Fees per participant (please tick accordingly):

- | | | |
|--------------------------|---|---------------|
| <input type="checkbox"/> | SCAL Associate/Ordinary/SLOTS Member | \$ 150 |
| <input type="checkbox"/> | CIJC Member: Please circle – (ACES, IES, REDAS, SIA, SIBL, SISV, SPM) | \$ 160 |
| <input type="checkbox"/> | None of the Above | \$ 180 |

*Inclusive of: GST, refreshment & materials

Agreement & Disclaimers:

By registering for the above preview, I hereby affirm that I understand & abide to the following:

- Seats are limited, registration is on a first-come-first served basis, upon receipt of registration form, unless notified otherwise.
- Walk-in participants will only admitted on the basis of availability & full payment before attending the preview.
- A **Confirmation Letter** will be sent to me via either fax or e-mail. If I do not hear from SCAL Academy 03 days before commencement of preview, I will contact SCAL Academy on Tel: **6793 9020**.
- The full registration fee is payable before **21 May 2018**.
- A notice of replacement / postponement together with the full particulars of the new participant (for replacement) must be given to us at least 3 working days before workshop commencement. A charge of S\$50 (replacement) or S\$100 (postponement) will be imposed on such changes.
- A notice of cancellation must be given at least 3 working days before commencement of the workshop and 50% of workshop fee will be charged / returned. If notice is given less than 3 working days before the first day of the workshop, full fees will be charged and there will be no refund.
- “No-show” will not be given a refund nor credit towards a later program (unless there is a documented medical emergency).
- Trainer, topic & venue are correct at the time of printing. SCAL Academy Pte Ltd reserves the right to substitute speaker, cancel or change the content, venue & timing of the preview for reasons beyond its control.

Name/Authorized Signature/Designation

Company Stamp (if applicable)

Date