

CONSTRUCTION MANAGEMENT I

29.2.0

Introduction

29.2.1

This module unit involves the study of management techniques in the building industry. It is designed to provide the trainee with essential knowledge, skills and attitude in management.

Before going through this module unit, the trainee should have covered General Building Technology in Module 1.

29.2.2

General Objectives

- By the end of the module unit, the trainee should be able to:
- appreciate the importance of management in the construction industry
 - apply management techniques in the supervision of construction work
 - understand the role of the building team
 - understand the legal requirement involved in the building process
 - understand the procurement procedures

29.2.3

Module Unit Summary and Time Allocation – (55 Hours)

Code	Sub Module Units	Content	Total Hours
29.2.01	Construction Industry	<ul style="list-style-type: none">Scope of ConstructionTypes of ContractorsStake Holders	8
29.2.02	Management and Organization	<ul style="list-style-type: none">Meaning of ManagementPrinciples of ManagementFunctions of ManagementMotivation Meaning of OrganizationOrganizational StructureOffice Procedure	10
29.2.03	Site Organization and Layout	<ul style="list-style-type: none">Site Layout Plan	10
29.2.04	Contracts	<ul style="list-style-type: none">Parties to a Contract	16

		<ul style="list-style-type: none">• Types of Contracts• Contract Documents• Tendering Methods• Law of Contract	
Total			44

29.2.01

CONSTRUCTION INDUSTRY

Theory

Specific Objectives

By the end of the sub-module unit, the trainee should be able to:

- a) outline the scope of construction works
- b) describe various types of contractors
- c) explain the role of various stakeholders

29.2.01C

Competence

The trainee should have the ability to:

- i) distinguish various types of contractors
- ii) understand the roles of stakeholders in the construction industry

29.2.01T1

Content

Scope of construction work

- building work
- civil engineering work

29.2.01T2

Types of contractors

- small
- medium
- large
- sub-contractors
- speculative builders

29.2.01T3

Construction stakeholders

- professional bodies – AAK, IEK

- Local Authorities
- Kenya Bureau of Standards (KBS)
- relevant ministries

29.2.02

MANAGEMENT AND ORGANISATION

Theory

29.2.02T0

Specific Objectives

By the end of the sub-module unit, the trainee should be able to:

- a) explain the meaning of management
- b) understand the principles of management
- c) explain the functions of management
- d) explain the meaning of organizing
- e) outline the principles of organizing
- f) illustrate various types of organization structure
- g) use appropriate office procedures

29.2.02C

Competence

The trainee should have the ability to:

- i) apply management principles in a construct project

	ii) demonstrate correct use of office procedures		understand the components of site layout
29.2.02T1	<i>Content</i> Meaning of management	29.2.03C	<i>Competence</i> The trainee should have the ability to plan a site layout
29.2.02T2	Principles of management		
29.2.02T3	Functions of management <ul style="list-style-type: none"> - planning - organising - staffing - directing - controlling - coordinating 	29.2.03T1	<i>Content</i> Site layout plan <ul style="list-style-type: none"> - access - amenities - storage areas - plant areas - sign boards - skip positions - car parks - security (hoarding and fencing) - existing services
29.2.02T4	Motivation meaning of organization		
29.2.02T5	Principles of organization		
29.2.02T6	Organizational structures <ul style="list-style-type: none"> - types - relationships 	29.2.04	CONTRACTS
29.2.02T7	Office procedures <ul style="list-style-type: none"> - office equipment - filing systems - communication methods - office documents - site meetings 		Theory
29.2.03	SITE ORGANISATION AND LAYOUT	29.2.04T0	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to: <ol style="list-style-type: none"> a) explain the role of parties involved in building contracts b) outline various types of contracts c) identify different types of contract documents d) describe various methods of tendering
29.2.03T0	<i>Specific Objective</i> By the end of the sub-module unit, the trainee should be able to		

- e) explain the Law of Contract

Competence

The trainee should have the ability to:

- i) distinguish types of contracts
- ii) prepare contract documents
- iii) formulate a contract

Content

Parties to a contract

- client
- architect
- quantity surveyor
- engineer
- L/A building inspector
- factory inspector
- clerk of works
- sub contractors
- suppliers

Types of contracts

- with bills of quantities
- without bills of quantities
- lump sum
- cost plus fixed fee
- cost plus fluctuating fee

Contract documents

- drawings
- specification
- bill of quantities
- conditions of contract

- 29.2.04T4
- articles of agreement
 - form of tender
 - schedule of rates
 - Tendering methods
 - open tendering
 - selective tendering
 - negotiated tendering
 - package deal
 - design and build
 - serial tendering

- 29.2.04T5
- Law of contract
 - formation
 - factors making a contract null and void
 - limits of contractual obligation
 - performance and discharge of a contract
 - remedies for breach of contract

Suggested Teaching/Learning Methods

- Lectures
- Demonstrations
- Discussions

Suggested Teaching/Learning Resources

- Text books
- General conditions of contract manual
- Field visits
- Charts

*Suggested Assessment
Methods*

- Oral tests
- Written tests
- Practical exercises

- Assignments

Tools and Equipment

- Computers

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