



**The Rhead Group** has been providing highly effective quantity surveying and commercial management services to an extremely diverse range of UK based and international projects for over 25 years. Our teams have provided support to both client and contracting organisations and are highly experienced in maintaining the appropriate focus to deliver to our client's goals at all times whilst appreciating and respecting the motivation and objectives of other parties involved in any project.

The company has all the required in-house contractual and commercial services to provide our clients with a complete, fully integrated commercial team from the inception of a scheme, to the establishment of cost management systems and processes, through to project completion and final payment. Capabilities include:

- Contract procurement and placement
- Project estimating and cost planning
- Quantity surveying/contract administration
- Cost management and change management.

Yet we recognise that each client's needs are different and the range and degree of support and professional expertise they individually require may vary considerably. Understanding this, and the nuances of a contract, enables us to work with each client to apply only the appropriate processes and control procedures necessary to protect our clients' contractual and commercial position.

Whether it be:

- front-end support and stakeholder management at project inception
- evaluation of competing costs to determine best value criteria, or
- post contract administration to ensure maintenance of cash flow, profitability and value for money,



our dedicated teams of specialist personnel reduce the administration burden for clients without removing their control. Typically we fulfil that vital interface between client and construction partners to ensure the provision of accurate and timely information essential to effective decision making and for the

successful management of asset, development and construction costs.

### **Contract Procurement and Placement**

The planning and development of a contract procurement strategy involves the consideration of all the project circumstances in order to achieve the stated objective.

An effective procurement strategy will aid in the successful delivery of the client's aspirations, while the resulting contract terms, conditions and documentation will ensure confidence and certainty.

We will produce tender documentation that reflects the chosen procurement route, identifies the scope of work and incorporates the client's own and appropriate contract conditions that clearly allocate responsibilities.

Our teams determine priorities and rationalise the elements of time, cost and quality in relation to the:

- Value judgments of the client
- Project conditions
- Information and resources available.

We will implement and manage the tendering and evaluation process, continuously advising our client on necessary action to maximise commercial interests, culminating in a recommendation of award to our client. We act to provide a vital interface between the various parties, ensuring that upon completion of the project all contractual obligations are fully satisfied and discharged and that the client's aspirations are realised.

Our capabilities include:

- Analysis and Interpretation of contract requirements
- Facilitation of contract strategy workshops to identify the optimum procurement strategy for the client
- Preparation of detailed budget estimates
- Tender documentation preparation
- Tender documentation review
- Tender reviews, evaluation, negotiation and recommendation for award
- Contract drafting
- Contract award
- Commercial and schedule risk analysis and management
- Tender audits.

### **Project Estimating and Cost Planning**

More than 80% of project costs are typically determined during the initial stages. The purpose of estimating and cost planning is to:

- Project cost direction from the outset
- Aid effective design option development
- Promote cost-effective, sustainable solutions.

The Rhead Group offers professional teams highly skilled in estimating and cost

planning techniques which enable informed decision making from the outset and which add real value to our clients' projects.



We provide all-encompassing project cost appraisals by effectively inter-relating our expertise in both commercial management and project management to facilitate the application of earned value, risk and life cycle cost criteria.

### **Quantity Surveying and Contract Administration, Cost Management and Change Management**

At the Rhead Group we have the resources and capabilities to support all our clients' cost management and administrative needs, including:

- Establishing commercial procedures
- Whole life cycle project cash flow forecasting and earned value management
- Commercial cost monitoring and reporting
- Establishment and operation of a bespoke cost capture database

- Variation pricing and negotiation
- Valuation of the works
- Liaison with all project stakeholders
- Commercial, cost and contract auditing
- Final account preparation, negotiation and settlement
- Claims preparation, negotiation and settlement.

The flexibility of our accredited cost management and administration services allows them to be tailored to the specific requirements of each client whilst also enabling a consistent approach to cost and change management over all projects executed on behalf of each client.

We utilise the latest secure IT platforms, including web-based and project specific applications, which allow real time reporting and controlled access from any location around the world for all our cost management processes. These systems and processes enable informed and timely decisions to be made to actively control cost at all stages of our client's projects and to provide the benefit of 'no surprise' financial conclusions.