A TWO DAY WORKSHOP

ENGINEER'S REPRESENTATIVE & CONTRACTOR'S REPRESENTATIVE 2015

INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA

Based on NZS 3910: 2013 and NZS 3916: 2013

- Copthorne Hotel Commodore, Christchurch 19th & 20th January 2015
- Rendezvous Grand Hotel, Auckland 24th & 25th March 2015
- Mercure Hotel, Wellington 5th & 6th May 2015
- **Novotel,** Rotorua 8th & 9th September 2015
- Copthorne Hotel Commodore, Christchurch 3rd & 4th November 2015



IPWEA NZ presents this popular annual two day workshop for those who are in, or aspire to, the roles of Engineer's Representative or Contractor's Representative on construction contracts under NZS 3910.

Those involved in other roles in construction contracts may also benefit from attending this workshop. Workshops will be limited to 30 attendees. The workshop contains important concepts in contract administration and leads on to IPWEA NZ's separate 'Engineer to the Contract' workshop.

Participation in the Engineer's Representative and Contractor's Representative workshop will help you with the following, and more:

- Understand the context of how and why NZS 3910 was developed and
- Learn about the team roles and possible delegations that the Engineer is empowered to make under the contract
- Understand the demanding requirements that NZS 3910 makes of the Contractor's Representative
- Learning about payment certification, and responsibilities under the Construction Contracts Act
- Understand the limits of what can be ordered as variations
- Identify situations when the Contractor may be entitled to extra time, extra payment, sometimes both, other times neither
- Hear about new ideas in the revision of NZ Standard Conditions of Contract and 3916

Previous attendees at the Engineer's Representative and Contractor's Representative workshop have commented:

- "Makes you really think how to address the issues"
- "The use of real examples is very effective in drawing out the experiences of participants"
- "Loved the exercises and group discussions and case studies"
- "Thoroughly enjoyed sessions, presentation style and interactions with peers"
- "Lots of opportunity for questions, very valuable"
- "It is rare to get so much value from such a workshop"
- "Stories from real life are very interesting and helpful"

PROGRAMME

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FIRST DAY

8.45am Arrival and registration

9.00am Welcome & introductions

*Contract principles and documents

*Overview of NZS 3910 and 3916

*Engineer, Engineer's Rep and assistants

1.00pm Lunch

1.40pm Afternoon Session includes:

*Tendering procedures

*Contractor and Contractor's Rep

*Construction risks and liabilities

*Quality Compliance

5.30pm Social function

SECOND DAY

8.00am Morning Session includes:

*Design and construct issues

*NZS 3916: 2013 content

*Writing instructions

*Subcontracts

*Time for completion

12.00pm Lunch

12.40pm Afternoon Session includes:

*Payments

*Variations

*Claims

*Self Test

4.00pm Workshop Concludes

Registration includes refreshments on arrival, morning and afternoon tea, lunch and social function per the programme and comprehensive workshop notes. Please register as soon as possible for our planning purposes. (Each workshop limited to first 30 registrations received with payment).

Complete the form and return with payment or order number to: IPWEA NZ Seminar, PO Box 25415,

Featherston Street, Wellington or Fax 07 867 7680

FACILITATOR: ANDREW BRICKELL CPENG, PMP, FIPENZ

Andrew Brickell, who will be facilitating the workshop is a consulting civil engineer, project manager and construction arbitrator with more than 40 years of professional experience in 12 countries. He is based in Auckland but travels widely throughout the Asia-Pacific region where he is Chief Engineer, Construction Contracts for MWH.

A significant part of Andrew's career has been spent in part time teaching at various universities, running training for clients and for consulting organisations and he has specialised particularly in the documentation, procurement and administration of engineering

contracts and project management. In the early 1980s, he worked with the Standards NZ subcommittee preparing the drafts of a new NZ standard for construction contracts, which later became the NZS 3910 and 3916 conditions of contract and he has written several papers on the evolution of this document. Andrew also has extensive experience with other forms of contract such as the FIDIC variants, AS2124 and other Australian Standards, the New Engineering Contract and contracts used by international funding agencies such as the World Bank. He serves on the Standards NZ committee for NZS 3910 and 3916 as representative of IPENZ and ACENZ.



"This workshop is accepted by the NZTA as part of the accreditation process for those in the role of Engineer's Representative on NZTA's Highway and Network Operations projects".

ACCOMMODATION

Please book your accommodation directly with the hotel

CHRISTCHURCH

Copthorne Hotel Commodore Airport Hotel, 449 Memorial Ave.
The Christchurch Hotel Copthorne Commodore offers stylish airport accommodation only ten minutes from central Christchurch.
Enjoy a relaxing stay in our idyllic award-winning native New Zealand gardens on seven acres of land.

Phone 03-358 8129 | www.commodore.net.nz.

AUCKLAND

Rendezvous Grand Hotel Auckland, 71 Mayoral Drive, Auckland. Whether you are travelling for business or leisure, you will appreciate being situated in the very heart of cosmopolitan Auckland with some of the city's finest dining, shopping and entertaining venues at your doorstep. The hotel is linked via an underground tunnel to Auckland Convention Centre at THE EDGE, which comprises four of Auckland's landmark venues: Aotea Centre, The Civic, Auckland Town Hall and Aotea Square.

Phone 09-366 3000 | www.rendezvoushotels.com/auckland.

WELLINGTON

Mercure Hotel Wellington, 345 The Terrace, Wellington. Mercure Wellington is a short walk to the busy business district of The Terrace and offers panoramic views over the city and harbour. The Cuba Quarter, Willis Street shopping precincts, the Cable Car and waterfront are all nearby. The hotel has 111 guest rooms plus Brasserie 345 Restaurant, the Lobby Bar, an indoor heated pool, gymnasium and sauna.

Phone 04-385 9829 | www.mercure.com.

ROTORUA

Novotel Rotorua, Lake End Tutanekai Street, Rotorua. Situated on the picturesque shores of Lake Rotorua, this hotel offers tranquil surroundings with sensational views. Our central location is easily accessible to cafés, restaurants and local attractions. Stunning natural scenery and geothermal wonders makes this the ultimate holiday or conference destination. Enjoy a world of culinary excitement at the Atlas Restaurant. Clarke's Bar features an al fresco courtyard. Matariki offers the popular and exciting Maori cultural nightly performances.

Phone 07-346 3888 | h1874-reo1@accor.com.

please tick

PLEASE NOTIFY IPWEA NZ OF ANY CHANGES PRIOR TO THE WORKSHOP. Cancellation of accommodation within 7 days of arrival may incur loss of accommodation deposit.

REGISTRATION

Numbers are limited to the first 30 registrations received with payment.

First Name		
Family Namo	I WISH TO ATTEND	PAYMENT OPTIONS
Family Name	Christchurch (19 & 20 January 2015)	Cheque (payable to IPWEA NZ)
Position	Auckland (24 & 25 March 2015)	Order No
Company Name	☐ Wellington (5 & 6 May 2015)	Visa / Mastercard
Postal Address		
	Rotorua (8 & 9 September 2015)	Cardholders Name:
	Christchurch (3 & 4 November 2015)	
		Card Number:
Business Phone	IPWEA Member (\$1245 + GST) = \$1431.75	
Mobile	\square Non member (\$1345 + GST) = \$1546.75	Expiry Date: CCV :
Email Address	\$	
Special dietary requirements or disabilities	TOTAL COST\$	Cardholders Signature:
	IPWEA NZ GST No: 69 757 642	

New Zealand

IPWEA

INSTITUTE OF PUBLIC WORKS

The Privacy Act 1993 requires that, before your name and address

details can be published you must give your consent. This list is made available to IPWEA NZ and fellow delegates at your workshop.

If you DO $NO\underline{T}$ wish your name and details to be made available

CANCELLATION OF REGISTRATION Cancellations must be received in writing. Substitute delegate nominated by the cancelling

delegate welcome at no additional charge. Full refund less 10% admin fee for cancellations received 14 or more days before the

event starts. No refund when cancellations notice received less than 14 days before the event starts.

PLEASE NOTIFY IPWEA NZ OF ANY CHANGES PRIOR TO THE COURSE.