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Construction Management Form

Schools must not accept tenders, nor enter into commitments until advised by the BGA.

1 School Name

Project Number

Please note that all amounts shown in this return should be GST exclusive amounts

2	Tenders/quotations received	\$ Amount	Expiry date
2.1			
2.2			
2.3			
2.4			
2.5			
2.6			

2.7 Preferred Construction Manager:

3 Construction
Anticipated Commencement Date:.....
Anticipated Completion Date:

Type of Contract used:

Please attach the following:

- a) a copy of justification for use of a Construction Management process rather than a Tender process,**
- b) a copy of advice on how tenderers were selected**
- c) a copy of the preferred tenderer's tender documentation and details of any negotiations which took place when determining the tender cost.**

4 **Cost of project**

4.1	Construction Management Fee	\$ _____
4.2	Cost of project	\$ _____
4.3	Other costs not included in quotation	\$ _____
4.4	Estimate costs of	
4.4.1	Furniture and equipment	\$ _____
4.4.2	Landscaping	\$ _____
4.5	Professional fees	\$ _____
4.5	Total cost of project, A	\$ _____

4.6	Final estimated cost of project, as per schedule approved by The Australian Government, B	\$
	Approved grant offer, as per schedule	\$
	Contribution by school in relation to approved grant offer, as per schedule	\$
4.7	Total cost of project, A from above	\$
	Grant, possibly revised, see notes in italics under this table	\$
	Contribution by school, possibly revised, see notes in italics under this table	\$

*If the sum at **A** exceeds the figure at **B** it is expected the school's contribution will be increased by the difference, unless otherwise approved by the ACTBGA. If the figure at **B** exceeds the sum at **A** then the grant offer will be reduced by the difference.*

5 **Provisional sums, prime cost items, sub-contracts**

Please list all estimates for provisional sums, prime cost items or subcontracts contained with the overall cost estimate.

	PS/PCI/SC	Estimate (\$)	Date tenders/quotes to be obtained
5.1			
5.2			
5.3			
5.4			
5.5			

6 Anticipated Cash Flow

Month/ Year	Amount to be Spent	% of Total Project Costs
Total Project Cost		

7 Tender Drawings

Please attach a copy of the tender drawings used for the project.

8 Project Variations

If there are any differences in the final plans, project costs or scope of works from the approved application, please submit a Variation Request Form. This form must also be submitted for all variations throughout the project.

9 Certification

I certify that

- the project costs detailed in Section 6 are those relating to the approved project; and
- no person associated with the governance of the school (approved authority, school board, staff member or other associated person or entity) has an interest in a body bidding for work funded by the Commonwealth. I agree to identify any perceived or actual conflict of interest to the BGA at the stage when it first occurs.

.....
(Principal, Director or delegated authority)

...../...../.....

Attachment Checklist:

- justification for use of a Construction Management process rather than a Tender process
- copy of the preferred construction manager/tenderer's documentation
- details of any negotiations which took place when determining the tender cost
- copy of the tender drawings used for the project
- Variation Request Form, if applicable (see item 10 above)