

ARBE2309: Construction Procurement and Tendering

Callaghan and Online

Semester 2 - 2023



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

OVERVIEW

Course Description

This course examines the tender process and how construction projects are procured. Tendering principles and the process of procurement selection will be investigated by analysing the various strategies within both the public and private sectors using case study building and infrastructure projects.

Requisites

This course replaces ARBE2305. If you have successfully completed ARBE2305 you cannot enrol in this course.

Contact Hours

Lectorial

Face to Face On Campus

3 hour(s) per Week for 12 Weeks starting Week 1

Distance learning students will receive equivalent instruction through online or other distance education strategies

Unit Weighting Workload

10

Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

COURSE OUTLINE

www.newcastle.edu.au

CRICOS Provider 00109J

CONTACTS

Course Coordinator **Callaghan and Online**
Dr Liyaning Maggie Tang
Maggie.Tang@newcastle.edu.au
(02) 4985 4587
Consultation: By emails.

Teaching Staff Other teaching staff will be advised on the course Canvas site.

School Office **School of Architecture and Built Environment**
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SYLLABUS

Course Content • Participants in the procurement process
• Procurement methods
• Tender Process
• Tendering Methods
• Public Sector Procurement
• The application of BIM in the Procurement process
• Public-Private Sector Partnerships
• Risk Management
• Best Practice Case studies
• Critical Success Factors

Course Learning Outcomes **On successful completion of this course, students will be able to:**
1. Investigate the inception, development and implementation stages of the procurement process;

2. Investigate the tender process and supporting documentation;

3. Analyse and select an appropriate procurement method and standard form of contract to meet stakeholder requirements

4. Develop an appropriate risk management strategy

Course Materials **Recommended Text:**
- Marcus Jefferies and Steve Rowlinson (2016). New Forms of Procurement: Public Private Partnerships and Relational Contracting in the 21st Century, Routledge, London and New York.

- Steve Rowlinson and Peter McDermott (2005). Procurement Systems: A Guide to Best Practice in Construction. Routledge, UK

SCHEDULE

Week	Week Begins	Topic	Learning Activity	Assessment Due
1	17 Jul	Introduction to ARBE2309	Lectorial	
2	24 Jul	Traditional Procurement Methods	Lectorial	
3	31 Jul	Procurement Process	Lectorial	
4	7 Aug	Tender strategies	Lectorial	
5	14 Aug	Procurement and Tendering from Views of Client	Lectorial	
6	21 Aug	Key Issues for the Warehouse Project (Assignment 1)	Lectorial	
7	28 Aug	UON Online Journal Database	Lectorial	Assignment 1 due on 3 Sep by 11.59pm
8	4 Sep	Procurement and Tendering from Views of Tenders	Lectorial	
9	11 Sep	Procurement and Tendering from Views of Tenders	Lectorial	
10	18 Sep	PPPs and Risk Management	Lectorial	
Mid Term Break				
Mid Term Break				
11	9 Oct	Healthcare Procurement	Lectorial	
12	16 Oct	Alliance	Lectorial	
13	23 Oct	No class	No class	Assignment 2 due on 29th Oct by 11.59pm
Examination Period				
Examination Period				

ASSESSMENTS

This course has 2 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Written Professional Report 1	3 Sep by 11.59pm	Individual	40%	1, 2, 3
2	Written Professional Report 2	due on 29 Oct by 11.59pm	Individual	60%	1, 2, 3, 4

Late Submissions

The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

Assessment 1 - Written Professional Report 1

Assessment Type Description

Report

On completion of this assignment the student should be able to:

- Investigate the inception, development and implementation stages of the procurement process.
- Investigate the tender process and supporting documentation
- Analyse and select an appropriate procurement method and standard form of contract to meet stakeholder requirements.

As a Construction Management Consultant specializing in Contract Administration you have been employed by a client to offer procurement, tendering and contract advice. Your client is a local, financially successful and award winning Environmental Engineering Contractor who specializes in industrial close-down projects. The company currently has a shed and small

Weighting Length Due Date Submission Method	<p>office space on Kooragang Island, near Stockton, Newcastle, NSW. However, as the facility is rapidly becoming outdated and the nature of the company's work is changing from industrial close-down to offering consultancy advice on decontamination and meeting environmental planning laws the Managing Director recently authorized the purchase of a vacant block of land on Munibung Industrial Estate at Cardiff, NSW and is proposing to invite Contractors to tender for a purpose-built industrial and office unit for the company to move to.</p> <p>Therefore, the MD has commissioned you to write a report explaining the procurement and tendering process for a new building of this nature. The company wants to develop a light industrial unit using the likes of concrete panel/tilt-up construction techniques.</p> <p>40%</p> <p>3000 words</p> <p>3 Sep by 11.59pm</p> <p>Online</p> <p>Any submissions via emails will not be considered.</p>
Assessment Criteria Return Method Feedback Provided	<p>Submission cover sheet All assignments are to be accompanied by the relevant individual or group assignment cover sheet. These can be found at http://www.newcastle.edu.au/current-students/study-essentials/forms-and-guides.</p> <p>Submission referencing Use a report format with a numerical hierarchy of headings and sub-headings. All sources must be referenced appropriately, and all figures and tables must be numbered, titled and integrated into the body of the report.</p> <p>Submission format (a guide)</p> <p>Use an A4 written format. The submission will be in the form of an electronic Word file submitted to Turnitin.</p> <p>Documents will be formatted as follows:</p> <ul style="list-style-type: none"> • 1.5 line spacing and 12 point Times font; • no indentation, • paragraphs separated by two returns; • illustrations within body of text; and • minimal use of headings and subheadings <p>Submission time and location Students will be required to submit assessment items in an electronic format through Blackboard/Turnitin. Electronic File Naming Student ID_2309_Ass1.pdf e.g. 3243789_2309_Ass1.pdf(or.doc) If a student's work is not identifiable once downloaded from Blackboard (e.g. no names) the work will not be assessed. Refer to the section on Plagiarism in this Course Outline.</p> <p>Marking rubric (see supporting info document 'assessment criteria').</p> <p>Not Returned</p>

Assessment 2 - Written Professional Report 2

Assessment Type Description	<p>Report</p> <p>On completion of this assignment the student should be able to:</p> <ul style="list-style-type: none"> • Investigate the inception, development and implementation stages of the procurement process; • Investigate the tender process and supporting documentation; • Analyse and select an appropriate procurement method and standard form of contract to meet stakeholder requirements; and • Develop an appropriate risk management strategy. <p>Your career has developed and you are now employed in the Public Sector working for State Government. As a member of the division responsible for 'Tendering, Procurement and Asset Strategy' for the NSW Department of 'Health Infrastructure', part of your portfolio is to oversee the strategic development of regional infrastructure projects (both social and economic) in Newcastle and the Hunter. Any future projects (roads, bridges, schools, hospitals, et al) must be assessed for the possibility of partnerships between the public and private sectors, this is of particular importance given the reduction in public sector budgets for infrastructure development.</p> <p>The NSW Health Minister and Hunter-New England Health have approached you to investigate a suitable procurement and tendering method for an extension to the Maternity Department of the John Hunter Hospital in Newcastle and to subsequently submit a report of your findings. At this stage the NSW Government has confirmed that \$300-million has been</p>
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Weighting
Length
Due Date
Submission Method

allocated to the project, but as it consists of a \$400-million extension of the hospital there is a shortfall in funds and you must investigate the options to ensure the project is somehow completed.

60%

4000 words

due on 29 Oct by 11.59pm

Online

Any submissions via emails will not be considered.

Submission cover sheet All assignments are to be accompanied by the relevant individual or group assignment cover sheet. These can be found at <http://www.newcastle.edu.au/current-students/study-essentials/forms-and-guides>.

Submission referencing Use a report format with a numerical hierarchy of headings and sub-headings. All sources must be referenced appropriately, and all figures and tables must be numbered, titled and integrated into the body of the report.

Submission format (a guide)

Use an A4 written format. The submission will be in the form of an electronic Word file submitted to Turnitin.

Documents will be formatted as follows:

- 1.5 line spacing and 12 point Times font;
- no indentation,
- paragraphs separated by two returns;
- illustrations within body of text; and
- minimal use of headings and subheadings

Submission time and location Students will be required to submit assessment items in an electronic format through Blackboard/Turnitin. Electronic File Naming Student ID_2309_Ass2.pdf e.g. 3243789_2309_Ass2.pdf(or.doc) If a student's work is not identifiable once downloaded from Blackboard (e.g. no names) the work will not be assessed. Refer to the section on Plagiarism in this Course Outline.

Marking rubric (see supporting info document 'assessment criteria').

Not Returned

Assessment Criteria
Return Method
Feedback Provided

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

*Skills are those identified for the purposes of assessment task(s).

Communication Methods	Communication methods used in this course include:
Course Evaluation	Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.
Oral Interviews (Vivas)	As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the Oral Examination (viva) Procedure . In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the Student Conduct Rule .
Academic Misconduct	All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to https://policies.newcastle.edu.au/document/view-current.php?id=35 .
Adverse Circumstances	<p>The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:</p> <ol style="list-style-type: none">1. the assessment item is a major assessment item; or2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;3. you are requesting a change of placement; or4. the course has a compulsory attendance requirement. <p>Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at: https://policies.newcastle.edu.au/document/view-current.php?id=236</p>
Important Policy Information	<p>The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures at https://www.newcastle.edu.au/current-students/no-room-for/policies-and-procedures that support a safe and respectful environment at the University.</p>

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.

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