



Singapore Institute of
Surveyors and Valuers

Certificate in Cost Management & Estimating

Every Tuesday & Thursday
Time: 6:30pm to 8:30pm
Venue: SISV Training Room
110 Middle Road #09-00 Chiat Hong Building

CPD Units : 40 Units (Applicable to Members of QS Division)
4 CPD points (Applicable to Members of SIA and BOA)
34 CPD points (Applicable to Member of IES and PEB)

Organised By:

Quantity Surveying Division

Singapore Institute of Surveyors and Valuers
110 Middle Road #09-00 Chiat Hong Building Singapore 188968
Mainline : 6222 3030 Fax : 6225 2453
Website : <http://www.sisv.org.sg>

INTRODUCTION

The design and construction of building projects is highly complex and demanding process involving multiple disciplines such as architecture, civil and structural engineering, mechanical and electrical engineering, quantity surveying and construction. Delivering a project of high complexity within the right cost budget, time schedule and quality is critical in meeting client's project objectives. Cost management and estimating provides project owners, developers, consultants and contractors the certainty and economy of cost over the life cycle of a building with the use of cost modeling, planning and management techniques.

The Certificate in Cost Management and Estimating covers the basic principles relating to estimating of items of the works to be undertaken on construction projects. Major topics are quantitative techniques in cost analysis, cost planning and approximate estimating. The principles governing the pricing of items and building up rates for items of works including structural, architectural and M&E works are also covered.

COURSE OBJECTIVES

The course is designed and structured to cover the following key aspects of cost management and estimating:

- **Cost planning and Control Techniques**

The need for cost planning and control, budgets and budgetary control, owner's feasibility studies, project cash flow forecasting; Principles and techniques of cost planning during inception, scheme design stages including elemental cost analysis and planning. Contractor's cost control over contract costs, price changes and variation orders.

- **Cost Estimating**

Fundamentals of cost estimating involving cost data, cost indices and construction cost relating to time value. Owner's development cost estimation involving construction cost, land cost and values, infrastructure and social development and project financing cost; Contractor's cost estimation including preliminaries, cost of materials, labour, hire or purchase of mechanical plant, preparation of cost estimation for structural works, architectural works and M&E works including Fire, ACMV, Lift, Escalator, Electrical, Plumbing, etc.

- **Life Cycle Costing, Value Engineering and Sustainable Economics**

An understanding of life cycle costing (LCC), its purpose and technique; The history of value analysis, areas of application, principles, definitions and methodology of value engineering; The impact of new legislation for environmental sustainability on LCC for sustainable development.

COURSE OUTLINE

Week 1: Total Development Cost, Appraisal / Feasibility Studies
Week 2: Cost Benefit Analysis, Design Economics
Week 3: Sustainable Economics, Life Cycle Costing / Value Management / Cash Flow
Week 4: Principle of Valuation of Variations / Change Management
Week 4 & 5: Cost Planning
Week 5 & 6: Approximate Quantities and Elemental Estimating
Week 6, 7 & 8: Estimating

COURSE STRUCTURE AND DURATION

- Classes: Weeks 1 to 8 (Tuesdays and Thursdays, 6:30pm – 8:30pm);
- Private Study: Week 9.
- Revision: Week 10
- Written Examination: Week 11

ASSESSMENT METHODS

A **Certificate in Cost Management and Estimating** will be awarded by SISV to candidates who have attended at least 75% of the course and upon successful completion of a written examination.

ADMISSION REQUIREMENTS

The admission requirements are as follows:

- For practicing professionals in real estate and construction industry.

SKILLS DEVELOPMENT FUND (SDF) TRAINING ASSISTANCE

Funding of \$68 is available per participant, applicable only to Singapore citizens and PRs.

COURSE FEE

\$ 1,016.50	- SISV member or Staff of Member Firms
\$ 1,284.00	- CICJ Member (<i>applicable to SIA, SIBL, SCAL, IES, REDAS, SPM, ACES</i>)
\$ 1,605.00	- Non-Member

VENUE (subject to change)

SISV Training Room

110 Middle Road #09-00 Chiat Hong Building Singapore 188968

APPLICATION PROCEDURE

All applications must be submitted with the following:

1. Completed application form*
2. One recent passport-size photograph
3. Photocopies of academic qualifications
4. Requisite payment**

Cheques must be made payable to “**SINGAPORE INSTITUTE OF SURVEYORS AND VALUERS**”

* Application forms are obtainable from SISV or the SISV website: www.sisv.org.sg

** Requisite payment includes all fees quoted under Course Fees.

PENALTY FOR WITHDRAWAL

Notice	Penalty
Written notice of withdrawal received <i>more than two weeks</i> before commencement of the course	25% of full course fees
Written notice of withdrawal received <i>less than two weeks</i> before commencement of the course	100% of full course fees

REPLACEMENT

Fees paid are not refundable under any circumstances. If you are unable to attend the course, please inform us in writing at least 2 week before commencement of course, otherwise full payment is still applicable even if you did not turn up for the course. In the case of a CIJC or non-member replacing a member (within the same company), the CIJC or non-member will have to pay the fee difference.

SISV reserves the right to amend the course details, revise the course fee without prior notice, to cancel or postpone the course due to unforeseen circumstances.

ADMINISTRATIVE DETAILS

For enquiry, contact:

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Email: manisah@sisv.org.sg