



## **Personal Profile**

James is a highly motivated and professional Chartered Quantity Surveyor and Senior Contracts & Claims Consultant with many years of experience working within leading Contractor and Consultant organisations in Hong Kong, Macau, the UK, India, Malaysia and Taiwan. James has a proven track record of managing complex and challenging contracts through the implementation of robust cost controls and through enforcing contractual obligations. James has first-hand experience in preparing claim documents and in managing the dispute resolution procedures of Hong Kong Standard Forms of Contract, FIDIC, JCT, ICE and has a particular interest in the development and use of the NEC suite of Contracts in Hong Kong following his detailed exposure to the form on the London 2012 Olympic programme.



## **Academic Qualifications**

**Postgraduate Certificate, Construction Law, Arbitration and Adjudication  
(Currently completing final year of LLM Construction Law, Arbitration and Adjudication)**  
**Postgraduate Certificate – Urban Development (Project Management)**  
**BSc (Hons) Quantity Surveying**

## **Professional Affiliations**

**Member of the Royal Institution of Chartered Surveyors (MRICS)**  
**Member of the Association of Project Management (MAPM)**  
**(Former Secretary of the Hong Kong Branch)**  
**Member of the Chartered Institute of Arbitrators (MCIArb)**  
**Member of the Chartered Institute of Civil Engineering Surveyors (MCInstCES)**  
**NEC Accredited Project Manager**  
**Completed training by the Academy of Experts**

## **Key Experience**

- Preconstruction – Feasibility studies and management of the procurement / tendering process for design consultants and contractors.
- Preconstruction - Preparation of tender and contract documents
- Preconstruction - Design Phase Cost Planning and Cost Control
- Contract and Commercial management throughout the construction phase
- NEC Specialist, FIDIC, JCT, ICE and Hong Kong Standard Form experience
- Introduction and management of project and cost management controls and procedures
- Claims and Dispute Management
- Expert Witness Experience



## **Employment History**

### **The Contracts Group Ltd, Hong Kong** **Associate Director**

James offers a full range of commercial, contractual and claims consultancy services to our clients.

#### Current Projects

- Assisting with the Drafting of an Expert Quantum Report on behalf of the Claimant / Contractor for an Arbitration in Hong Kong;
- Expert Quantum advice and services for a major Hong Kong Club;
- Providing Contract Advisory and Claims Management Services to a Contractor delivering two Hospital projects, a Church, a Treasury Building and a School in Hong Kong;
- Preparing an Extension of Time and Prolongation claim for a major Contractor delivering services to the HK Government under a Term Contract;
- Providing independent advice in preparation for an Arbitration to a major Hong Kong Club regarding their Contractor and Architects Claims;
- Preparing Claims and Dispute Resolution services to a major Contractor delivering works on the XRL Programme;
- Providing in-house training to clients on various commercial and contractual issues, particularly in relation to NEC contracts.

#### **March 2014 – July 2016**

##### **Continental Engineering Corporation**

##### **International Business Division Contracts and Claims Manager:**

#### Responsibilities:

Responsible for overseeing the Contract and Claims Management of all overseas projects. Including:

- 4 No Projects in Hong Kong (Includes a Kai Tak Infrastructure Project and a Liang Tang Border Crossing Facility)
- 7 No Projects in India (Includes Delhi, Noida, Jaipur and Bangalore metro and road projects)
- 1 No Project in Malaysia (KVMRT – Kuala Lumpur)
- 1 No Project in Macau (Light Rail Transit Project)



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Duties included preparing strategies and reporting progress against major claims in mediation, arbitration and litigation. Also included the development of procedures for tendering, procurement, contract and commercial management and project controls to be adopted across all international projects.

**December 2011 – March 2014**

**Mace Hong Kong Limited**

**Senior Commercial Manager**

Responsibilities:

Commercial and Contract Manager for:

- Hong Kong Jockey Club Renovation Projects (Shatin Racecourse) – NEC Form of Contract
- Responsible for procurement, post contract management and resolution of claims for all A&A, E&M and Fit Out Works Packages
- Project Value HK\$3 Billion

**Dec 2010 - January 2012**

**Mace Vietnam Limited**

**Senior Commercial Manager**

Responsibilities:

Lead Role in the Commercial and Contract (including Claims) Management of the following projects:

- United Nations – Green One House – UN Headquarters, Hanoi, Vietnam  
Project Value – Circa USD\$50 Million
- WestPoint New Urban Area, Hoai Duc District, Hanoi - Vietnam  
Project Value – Circa USD\$500 Million

**June 2007 – Dec 2010**

**CLM Delivery Partner (Mace UK Limited)**

**Commercial Manager**

A leading role in the Commercial and Programme Management of the Infrastructure, Logistics and Security Projects on the London 2012 Olympic Park project which were delivered utilizing the NEC Form of Contract. Activities included drafting Business Cases as well as forming robust Cost Plans, procurement / tendering for all packages,



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post contract management / administration and claims and dispute resolution through to contract close out.

Project Value – Circa GBP£9 Billion

**June 2006 - June 2007**

**Network Rail Limited - Schofield Lothian Limited**

**Commercial Manager**

Commercial Manager on a refurbishment programme for major London Railway Stations, including Liverpool Street and Paddington Stations.

Responsibilities included the procurement of all works packages and post contract administration.

Project Value – Circa GBP£55 Million per calendar year.

**August - June 2006**

**Schofield Lothian Limited**

**April 2003 – June 2006**

**Senior Quantity Surveyor**

Senior Quantity Surveyor reporting to the Commercial Manager on the following projects:

- Northampton College – Northampton, UK.
- Multi Modal Interchange – Birmingham International Airport and Railway Station, Birmingham, UK

**September 2002 – April 2003**

**Project Quantity Surveyor**

Project Quantity Surveyor for Holiday Inn Hotel, Oxford, UK

**August 2001 – September 2002**

**Assistant Quantity Surveyor**

Assistant Quantity Surveyor for the following projects:

- Leicester University Halls of Residence, Leicester, UK.
- Manchester United South Stand Extension, Manchester, UK



***Other Key Achievements:***

- Attainment of Advanced Presentation Skills Certificate from Bishopsgate Institute, London
- St Johns Ambulance First Aider
- ISO 19011 Integrated Management System Auditor (ISO 9001, 14001, 18001)