

NEC Contract Services

NEC CONTRACT SERVICES

Contract Advisory Services

Contract Administration

Programme Management

NEC Procurement & Contract Start

Up Services

Project Management

Dispute Resolution

NEC Training



NEC Contract Services

The Contracts Group have an experienced team of senior consultants who are fully conversant and trained in dealing with the obligations incumbent upon contracting parties under the NEC Suite of Contracts. Administration of NEC Contracts can be resource intensive, due to the strong project management focus that is a key feature of NEC, (including early warnings and risk reduction meetings) and also due to the strict timeframes stipulated within the Contract for notifying and agreeing compensation events. Essentially the ethos of NEC is that the project team should develop the "final account" as the project progresses, resulting in less time spent after project completion on the final account or in costly disputes.



James Johnson is a respected Hong Kong Gov't NEC Advisor and Trainer, he was in charge of preparing the Development Bureau's NEC Practice Notes

The Contracts Group NEC experts can assist our Clients to ensure that they meet the strict Timeframes and Obligations inherent on both parties under the NEC Contracts.

Our team has extensive experience of managing all NEC Contract Pricing Options and are fully aware of the process for both assessing the Price for Work Done to Date at each Monthly Assessment Date and for timely assessment and valuation of Compensation Events in accordance with the Schedule of Cost Components.

Contract Advisory Services

The Contracts Group have experienced NEC practitioners with Quantity Surveying, Engineering and Programming backgrounds. We can ensure that the appropriate resources are available at each stage of the project where advice and support services are required. The NEC Contract Advisory Services we can provide include:

- 1) Advising upon the validity and legitimacy of Compensation Events;
- 2) Advising upon issues relating to project insurance;
- 3) Advising upon the original Accepted Programme and / or Activity Schedule and updates thereafter;
- 4) Responding to queries regarding Early Warnings, Risk Reduction Meetings, termination issues and delay damages;
- 5) Providing a peer review of key contract documentation and correspondence;
- 6) Any other advisory services relating to contractual, financial or planning issues.

Contract Administration



James Ford is an experienced NEC Practitioner who is an NEC Accredited Project Manager and has over 14 years NEC experience, including from the London Olympic Games Project.

Our NEC experts and support team are available for secondment to our Clients teams at their project / site office, to help build internal capability and ensure that their Contract Administration meets the requirements of the NEC Suite of Contracts.

Programme Management

The Accepted Programme is an essential part of any NEC Contract and is often called "the beating heart of the Contract". It must be updated regularly and accurately as the latest Accepted Programme forms the basis for all time assessments for Compensation Events.

Our team of experienced programmers are available to both advise on, or undertake programming tasks to ensure that the Accepted Programme meets the requirements of the NEC Contract.

Please contact us should you wish to supplement your team with one of our experts or support staff:

Tel: +852 2529 1696 Email: info@contractsgrouppltd.com



THE CONTRACTS GROUP LTD.

COMMERCIAL, CONTRACTUAL & MANAGEMENT CONSULTANTS
TO THE CONSTRUCTION INDUSTRY



Certificate No: Q1098

NEC Procurement and Contract Start Up Services

At the outset of an NEC Project it is essential that both the Employer and the Contractor fully understand the most efficient and effective way to deliver the project. The Contracts Group NEC experts can assist our Clients to draw up an Implementation Strategy and Contract Procurement Strategy to ensure that their goals are fully understood and that risk is placed with the party best placed to manage it.

Key elements of an Implementation Strategy may include:

- Advising upon the Organisational Structure and level of resource (including the identification of agents and external specialists who will supplement the team) that will be required to successfully deliver the project objectives, particularly in relation to the use of the NEC form of Contract;
- Advising upon the mechanism for project communication, including the use of online platforms and training courses;
- Advising upon project governance and mechanisms to ensure that there is a robust procedure in place for managing project change and for quick, but considered, decision making, to ensure that the timeframes incorporated into the NEC form of Contract are met;
- Development of a detailed risk register to identify key project risks and assign the best party able to manage and mitigate those risks;

Key elements and considerations in a Contract Procurement Strategy will include:

- Identifying the best Pricing Option to meet the Clients requirement and their scope of Works. Also identifying the most appropriate secondary options and Z Clauses;
- Review of the possibility for advanced packages or early Contractor involvement to ensure that the early works programme is met;



- The possibility for two stage tendering for major works packages to ensure alignment of project objectives, contract requirements and to ensure the project Works Information and Accepted Programme are fully understood by all parties;
- Defining the gain / pain mechanism for NEC Target Cost Contracts, should they be used;
- Allocating risk within each works package to the party best placed to manage and mitigate that risk;



- Identifying key areas where problems may arise in the use of the NEC form of Contract which may include ensuring there is appropriate delegation of authority to make decisions in a timely manner, ensuring there is sufficient specialist resource to manage the Accepted Programme and ensuring there is sufficient resource to meet the additional contract administration requirements that is quite often required for NEC contracts;
- Confirmation through detailed procedures as to how each key element of the NEC Contract should be managed on the project. This will include the procedures for managing Early Warnings, Risk Reduction Meetings and Compensation Event Notification and Assessment.

The Contracts Group are a Hong Kong based firm of consultants providing expert witness, QS, claims, construction management, commercial & contractual, planning, programming, risk management and project control services, locally and worldwide to the building, civil engineering, building services, and process engineering industries.

We provide such services to all parties in the construction industry. Should you require information on any of our other services, please visit our website at www.contractsgrouppltd.com or contact us at the below contact details

Project Management



The Contracts Group can provide independent Accredited NEC Project Managers to perform the role and undertake all obligations of the named Project Manager under an NEC Contract.

Additionally, we have the expertise to perform independent project reviews / audits of NEC projects and to prepare proposals for improving the management of NEC projects

Dispute Resolution

The Contracts Group has long been experienced in the field of Dispute Resolution. Whether it be through our NEC experts, or through HKIAC / HKMAAL Accredited Mediators, we can provide the appropriate medium to help resolve disputes encountered in managing an NEC Contract. However, sometimes a formal dispute is unavoidable. The imminent arrival of the new Security of Payment Legislation will ensure that more and more disputes are resolved through a fast tracked Adjudication procedure. We have numerous Accredited Adjudicators in-house to meet this demand.



NEC Training

The Contracts Group can provide NEC Training and Workshops to meet the requirements of our Clients.

We also have access to leading NEC Training Providers located in the UK and here in Hong Kong who can provide Accreditation Training or cater their training to the specific requirements of a particular Client.

