

Create or Modify Contract and Unit Prices

Objective

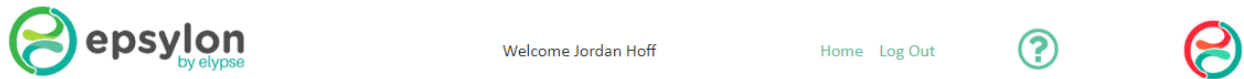
Create Contract and associated Commodity Unit Prices that could apply across venue(s).

This task is to be executed by the System Administrator.

Procedure

1. Follow these steps to create or modify Contract:

- From the main menu go to the Edit System Settings (only a user with system administrator rights can access here and execute the tasks listed below)



What would you like to do?



Enter Commodities (Venue Manager)



Enter Commodities (Technical Manager)



Enter Logistics and Technology Data



Manage Changes



View Reports



Edit System Settings

- Go to Contracts and Unit Prices

Administration
Click on the desired area to administer.

Contracts and Unit Prices Contract Assignment Commodity Categories Commodity Types Formulas

Users Venues Space Templates

- Click on Add New Contract or Edit
-

Contract Listing
Choose a contract to ~~view~~/edit or add a new contract.

[Add New Contract](#) | [Exit](#)

Contract Name	Type	Default?	Actions
Estimate	CITY	<input checked="" type="checkbox"/>	Edit
Test contract	CITY	<input type="checkbox"/>	Edit
Test contract #3	CITY	<input type="checkbox"/>	Edit

- Type the Contract Name
- Choose the Contract Type from the dropdown menu (this contract type is to be defined with Epsilon support to allow restriction of application to a certain area of the project i.e. Cluster#1, Cluster #2, ...)
- Check the Default box if you want this contract to be suggested by default across all venues (that are defined in the Contract Type) and to all Users for Data entry. It is suggested to define as default only the initial contract used for estimation across venues.

Contract Edit

Enter the applicable data and click the 'Save' link.

Contract Name:

Contract Type:

Default?

[Save](#) | [Delete](#) | [Save and Return](#) | [Apply Cost Changes](#) | [Exit](#)

- Click on Save to save the new Contract
- Click on Exit to go back to the main menu
- You can always come back and click on Edit to make modifications to the Contract if required

Contract Listing

Choose a contract to view/edit or add a new contract.

[Add New Contract](#) | [Exit](#)

Contract Name	Type	Default?	Actions
Estimate	CITY	<input checked="" type="checkbox"/>	Edit
Test contract	CITY	<input type="checkbox"/>	Edit
Test contract #3	CITY	<input type="checkbox"/>	Edit

2. Follow these steps to create or modify Contract Unit Prices:

This ability to create or modify Contract Unit Prices is only applicable to Contract including Commodity Category defined as Quantified Commodities. Prices for Priced Commodities are managed directly by users within each Venue Program or through the Contract assignment module.

The creation or modification of Contract Unit Prices occur at 3 stages of the project:

- To enter the initial Unit Prices that the project team is willing to use to estimate its initial project value
- To modify Unit Prices as the market survey progress, giving better view on Unit Prices to be considered as part of the estimation exercise
- To enter Tender return Unit Prices (after creation of the new awarded Contract) for future allocation of contractual Unit Prices to all commodities in the program (See “Assign Contract”)

- From the main menu go to the Edit System Settings (only a user with system administrator rights can access here and execute the tasks listed below)

What would you like to do?


Enter Commodities (Venue Manager)


Enter Commodities (Technical Manager)


Enter Logistics and Technology Data


Manage Changes


View Reports


Edit System Settings

- Go to Contracts

Administration

Click on the desired area to administer.


Contracts


Contract Assignment


Commodity Categories


Commodity Types


Space Templates


Users


Venues

Contractors

Functional Owner

- Click on Edit for the Contract where Unit Prices are to be created or changed



Contract Listing

Choose a contract to view/edit or add a new contract.

[Add New Contract](#) | [Exit](#)

Contract Name	Type	Default?	Actions
Estimate	CITY	<input checked="" type="checkbox"/>	Edit
Test contract	CITY	<input type="checkbox"/>	Edit
Test contract #3	CITY	<input type="checkbox"/>	Edit

- From the dropdown menu, choose the appropriate Commodity Category where you want to add or modify Unit Prices



Welcome Herve Rey

Contract Edit

Enter the applicable data and click the 'Save' link.

Contract Name:	<input type="text" value="Estimate"/>
Contract Type:	<input type="text" value="CITY"/>
Default?	<input checked="" type="checkbox"/>

[Save](#) | [Delete](#) | [Save and Return](#) | [Apply Cost Changes](#) | [Exit](#)

Unit Prices

Note: Priced Commodity costs are edited in the Priced Commodity form or via Contract Assignment

Commodity Category:	<input type="text" value="(Select)"/>
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All Commodity Types of the Commodity Category will appear on the screen, so that you can enter or modify their respective Unit Prices within this Contract. Commodity prices are displayed in four columns:

- The first two Prices columns display Unit Prices that are currently attached to each Commodity Type of this contract (by default it is a 0 value)
- The last two Prices columns allow you to modify the Unit Prices of the Commodity Types for this Contract

- Enter the new Unit Prices (in last 2 columns) that you would like to apply to the Commodity Types of this Commodity Category Contract

Unit Prices
Note: Priced Commodity costs are edited in the Priced Commodity form or via Contract Assignment

Commodity Category:

Existing Total Cost:	172997.00	Existing Total Cost:	5958072.37
Total Cost w/ new prices:	172997.00	Total Cost w/ new prices:	5958072.37
Difference:	0.00	Difference:	0.00

Financial Impact of pending cost changes below (if any):

Commodity Type	UOM	Cost - 1st Week	Cost - Add'n Week	New - 1st Week	New - Add'n Week	Pending CRF Count
Cabin 2.5m x 06m (15m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	4,360.00	0.00	5000	150	0
Cabin 2.5m x 06m (15m2) - 2 rooms / 2 external doors , fire extinguishers (inc cribbing up to h=0.6m)	unit	4,905.00	0.00	5800	150	0
Cabin 2.5m x 12m (30m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	8,502.00	0.00	9000	200	0
Cabin 2.5m x 12m (30m2) - 2 rooms / 1 external door , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,047.00	0.00	9,047.00	0.00	0

- Click on Save to save these new Unit Prices

[Save](#) | [Delete](#) | [Save and Return](#) | [Apply Cost Changes](#) | [Exit](#)

- The Commodity types subject to price changes will appear with a pink background, as they are not yet applied to your project, giving you the possibility to measure the potential price impact of such changes (left Financial impact box)
 Obviously, if no related commodities of this contract have been yet assigned to the Venue programs, the suggested financial impact will be nil

Unit Prices
Note: Priced Commodity costs are edited in the Priced Commodity form or via Contract Assignment

Commodity Category:

Existing Total Cost:	196197.00	Existing Total Cost:	5981272.37
Total Cost w/ new prices:	224555.00	Total Cost w/ new prices:	6009630.37
Difference:	28358.00	Difference:	28358.00

Financial Impact of pending cost changes below (if any):

Commodity Type	UOM	Cost - 1st Week	Cost - Add'n Week	New - 1st Week	New - Add'n Week	Pending CRF Count
Cabin 2.5m x 06m (15m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	4,360.00	0.00	5,000.00	150.00	0
Cabin 2.5m x 06m (15m2) - 2 rooms / 2 external doors , fire extinguishers (inc cribbing up to h=0.6m)	unit	4,905.00	0.00	5,800.00	150.00	0
Cabin 2.5m x 12m (30m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	8,502.00	0.00	9,000.00	200.00	0
Cabin 2.5m x 12m (30m2) - 2 rooms / 1 external door , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,047.00	0.00	9,047.00	0.00	0
Cabin 2.5m x 12m (30m2) - 2 rooms / 2 external doors , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,592.00	0.00	9,592.00	0.00	0

- If you are in agreement or have authorisation for such change, click on Apply Cost Changes

[Save](#) | [Delete](#) | [Save and Return](#) | [Apply Cost Changes](#) | [Exit](#)

- You now will realize that the pink background is gone and the right-side pricing (3rd and 4th column) is copied to the left side (1st and 2nd column). This confirms that prices for the selected Commodity Types have been applied, leaving the left Financial Impact box with a potential difference between current and new Unit Price Nil.

Unit Prices

Note: Priced Commodity costs are edited in the Priced Commodity form or via Contract Assignment

Commodity Category:

Financial Impact of pending cost changes below (if any):

Existing Total Cost:	224555.00
Total Cost w/ new prices:	224555.00
Difference:	0.00

Financial Impact across all categories:

Existing Total Cost:	6009630.37
Total Cost w/ new prices:	6009630.37
Difference:	0.00

Commodity Type	UOM	Cost - 1st Week	Cost - Add'n Week	New - 1st Week	New - Add'n Week	Pending CRF Count
Cabin 2.5m x 06m (15m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	5,000.00	150.00	5,000.00	150.00	0
Cabin 2.5m x 06m (15m2) - 2 rooms / 2 external doors , fire extinguishers (inc cribbing up to h=0.6m)	unit	5,800.00	150.00	5,800.00	150.00	0
Cabin 2.5m x 12m (30m2) - 1 room , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,000.00	200.00	9,000.00	200.00	0
Cabin 2.5m x 12m (30m2) - 2 rooms / 1 external door , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,047.00	0.00	9,047.00	0.00	0
Cabin 2.5m x 12m (30m2) - 2 rooms / 2 external doors , fire extinguishers (inc cribbing up to h=0.6m)	unit	9,592.00	0.00	9,592.00	0.00	0

- Click on Exit to go back to the main menu
- You can always click on Edit to make modifications to the Estimate Contract if required



Contract Listing

Choose a contract to view/edit or add a new contract.

[Add New Contract](#) | [Exit](#)

Contract Name	Type	Default?	Actions
Estimate	CITY	<input checked="" type="checkbox"/>	Edit
Test contract	CITY	<input type="checkbox"/>	Edit
Test contract #3	CITY	<input type="checkbox"/>	Edit

