



Coordination – Building Contract Work

Project planning general design

The architect specifies with plans, sections and elevations the various forms of construction elements, nature and characteristics of the materials and the conditions for their implementation.

The technical file, determines the location and size of all structural elements and all the technical equipment, precise strokes of supplies and evacuations of all fluids, describes the works and establishes plans necessary for tracking of the project.

- a written description of the works, stating their technical specifications; is common to many markets, this document sets the limits for each market.
- if applicable, accompanying documents providing entrepreneurs with additional data for the execution of the work.

The level of definition generally corresponds to graphic documents prepared on the maximum scale of 1 / 50th (2cm p. M) with all the significant details of architectural design at appropriate scales.

Assistance with awarding contracts

Tender Documentation

The client decides the signing of the contract, to use one or competing companies. The architect examines the rules for implementing the work, and decides the method of consultation of entrepreneurs (separate businesses, consortium or general contractor).

The client shall, with the help of the architect, consult the list of companies.

The architect brings together elements of the project carried out in phases by the entrepreneurs he consults to assess the nature, quantity, quality and scope of their services and set their offers, namely: plans, sections, elevations quoted at sufficient scale, usually 1 / 50th (2cm / meter), all necessary details at appropriate scales, detailed technical specifications for building trades, decomposition of offers corporate executives, predictable schedule the progress of work.

The architect assists the client to establish the administrative attachments accompanying the draft and constituting the tender documents: tender regulations, special administrative clauses (CCAP), market project or act of engagement, list of contractual documents with their order of priority, etc.

Awarding contracts

The architect assists the client during the bid opening business, and, if any, alternatives to these offers, he conducts comparative analysis and prepares its report. It provides the client with a list of companies to retain and develop the component parts of work contracts.

Production documentation review

When the final plans are fully or partly carried out by companies or other stakeholders, including a project management partner, the architect examines compliance with the proposed general design that it has established and shall stamp documents (drawings and specifications) if the provisions of the project are met.

Building contract administration

The client, after ensuring the right to build and the lifting of all constraints which could oppose the intervention of the contractor on the site, countersign the order requesting the opening of the site. The client also signs any amendments to work contracts.

The architect makes and signs service orders for the execution of the work of the various trades.

He organizes and directs construction meetings and drafts reports, he broadcasts them to all concerned, checks the progress and compliance with the contract documents.



For the realization of the work, the mission of the architect is separate and independent from that of the contractor, who is responsible to:

- carry out the work in accordance with the Rules of Art, the Unified Technical Documents (DTU) and standards
- respect the content of graphic and written documents provided by the architect or, more generally, the project management team
- meet the requirements of C.C.T.P
- operating and monitoring the performance of work
- meet the costs and timelines indicated in its market

On existing work

- comply with the health and safety rules as well against players on the site at the third
- comply with the obligations relating to the management of construction waste.

Any breach by the Contractor of its obligations is recorded in the minutes of the architect and construction done, if necessary, subject to notice by the owner.

Assistance to receiving completed works

The reception of the works is at the request of both parties.

It is granted by the owner, with or without reserve, it is the departure date and deadlines responsibilities and legal guarantees.

The architect assists the client to receive the work:

- he organizes a work visit before the reception.
- He writes the minutes and the list of reservations may be made by the client. This last sign the minutes.

Subsequent to the reception:

- The architect follows the course of reversals related to reserves.
- It finds, on the due date, the lifting of reservations in the presence of the owner and the contractor.

Pursuant to Article 1792-6 of the Civil Code for breach of these occasions on time, work is, after notice made by the owner and was unsuccessful, run by another company, the expense and risk of the defaulting contractor.

After the reception, whether express or implied, the client sends the statement completion and compliance work to the City Hall, as well as proof concerning compliance with building regulations. The statement certifying the completion and compliance work is prepared and signed by the architect.

Dossier of executed works

The architect collects, for the operation and maintenance of the works, the following documents:

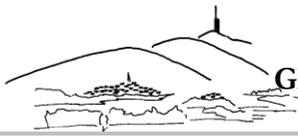
- Long shots and details in line with execution, that is to say, all the graphic documents books "as-built" by the contractor.
- The operating and maintenance manuals books, established or collected by the contractor and submitted to the architect.
- The written contractual documents and graphics, and to the extent that their knowledge is useful to the operation of the works, the pieces made by the contractor.

The work contract between the client and the contractor must provide that the graphics and written materials are made in duplicate by the contractor and are referred to the architect on or before the day of receipt of the completed works.

Completion of the mission

The mission of the architect ends at the later of the following three dates:

- at the reception of approved works
- either the withdrawal of reservations,
- after the delivery of the Record Documentation from evidence gathered from the suppliers, in any event, no later than one year after the reception.



Complementary Missions

The parties may agree to complete the mission of the architect notably by one or more of the elements described in the following paragraphs.

These mission elements are the subject of a rider and give rise to specific additional compensation.

Quantitative Estimate Details

The detailed bill of quantities is intended to secure the submission of tendered businesses.

This paper, presented in the form of a framework slip lists the books to quantify various work units and shall specify the amounts for each of the trades.

On The Run Studies

When the execution studies are not established by the contractor, the client may entrust these to the architect, possibly assisted by specialized technicians, this additional mission in whole or in part has been the responsibility of the contractor to set.

Implementing studies, based on the draft prepared by the architect for consulting firms, intended to allow the technical development of the project and enable the fund to define the estimated timing of execution of batch jobs or trades.

Implementation plans at appropriate scales, calculation notes and specifications for the use of the site, allow the contractor to perform the work.

The construction documents prepared by the architect are in no way the shop drawings, for either the installation or implementation on site, they are always due to the contractors.

CO-ORDINATION STUDIES

Synthetic studies are intended to ensure spatial coherence of work items of all trades, in accordance with the provisions architectural, technical, operational and maintenance of the project. The client can entrust this task to the architect.

When the final plans are carried out by companies, these are complemented by synthetic studies. In this case, the architect is involved in the synthesis to assist in the verification of compliance with architectural arrangements by all the documents submitted by the contractors.

CONSTRUCTION ORGANIZATION, CO-ORDINATION AND MANAGEMENT

Scheduling and planning are intended to analyze the basic tasks relating to the execution studies and work, determining their sequences and critical paths, propose measures timeliness of works and the appropriate distribution of possible penalties.

Coordination is to harmonize, in time and in space, the actions of different stakeholders during the construction period.

The steering is to implement this work and to the lifting of reservations, the deadline in the works contract, the various organizational measures are developed as part of the scheduling and coordination.

Devolution of works contracts by separate state body necessitates this additional mission.

When this task is entrusted to a third party, the client communicates its coordinates and content of his mission to the architect.

OTHER ADDITIONAL SERVICES (list not exhaustive)

Assistance Missions Project management

- Programming Assistance
- Assistance to the client for the integration of art in the operation
- Assistance to the client in the definition and implementation of specific landscape projects
- Determination of operating and maintenance costs, development proposal study up a management system
- Technical assistance to the client in litigation with third parties to this contract.
- Assist client to achieve the study of technical and economic feasibility of the various building energy supply solutions under Articles R.111-22 and R.131-27 of the Construction Code and housing.



Study missions and project management

- Calculation of areas (Law No. 96.1107 of 18/12/1996, called CARREZ law)
- Impact studies
- Implementation of consultation and information of users or the public
- Establishment of an inventory on surface standards and habitability of housing financed with loan agreements (amended order of 03/01/78)
- Establishment of additional detailed statement
- Design, definition and selection of technical equipment or furniture, interior design, planning studies
- signage design
- Providing technical elements useful in establishing business documents, specifications, presentation notes, marketing plans or pre-market
- Providing technical elements useful to establish building regulations documents
- ISS Mission
- Monitoring the particular implementation of some elements of works requiring a permanent presence
- SPS Coordination (Sécurité et de Protection de la Santé)
- seismic studies

Other records

- Site Committee dossier
- Folder classified facilities
- Commission of Commercial Development Kit (CDAC or CNAC)
- various records (ANAH, etc.)
- Folder view to obtaining a label and / or certification