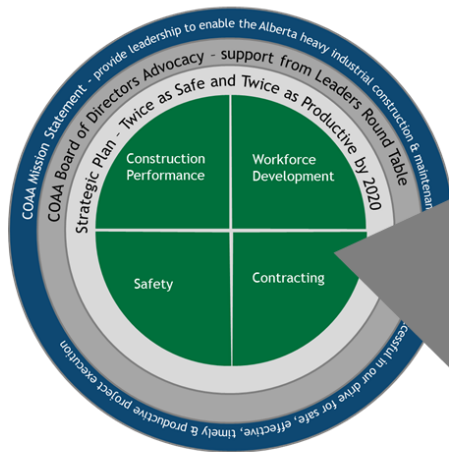


# Contracting Committee



## Background/History:

- Contracts Committee formed in 1998 in response to the Senger Report which advocated the standardization of contract language for the heavy industrial construction sector in Alberta.
- Over the next ten years, three standard form contracts have been developed and endorsed by the Board as Best Practices.
- Since 2008, additional supporting initiatives have been pursued that provide tools for Owners and Contractors to work more effectively on contracting issues, such as the prequalification of contractors and subcontractors, and to improve clarity of the differentiation between Contracting and Purchasing.

## Vision and Objectives:

To develop best practices that enhance efficiency and performance for all contracting parties on industrial projects in Alberta. Our goal is to offer tools that will help contracting parties

## Contracting Committee

### Strategies:

- Education
- Standardized Contracts and Terms
- Practical Best Practices and Toolboxes
- Ongoing Training and promotion of the previous Best Practices and current Initiatives
- Gain alignment with industry partners to leverage existing tools and best practices to eliminate duplication and confusion

## Scope of Work Standard Document

Develop a standard contract Scope of Work (SoW) document which Owners and Contractors can use as a template in the uniform development and drafting of contracts Scope(s) of Work for projects.

## Contract Strategy Development

To improve capital project execution through the use of a (Contracting Strategy) best practice that will facilitate the selection of the appropriate contract, which is designed to increase the probability of:

- achieving project goals; and
- successfully completing the project

## Education

Identify the educational industry skill set gap and agree on improved Knowledge Area Training for Contract Administrators in the Commercial and Contractual management of heavy industrial Contracts

## Contract Admin Toolkit

Create a toolkit for use with Contract Administrators throughout the lifecycle of the Contract including:

- Contract Strategy definition
- Proposal formation
- Risk Analysis and Proponent Recommendations
- Contract Formation
- Change Management
- Reporting and Forecasting
- Efficient Contract Closed-out