

CPCCBC4004

IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS

PRACTICAL ASSESSMENT

Participant name	Leah Hellewell
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FOR THE PARTICIPANT

Instructions

- The tasks outlined on the following pages will require performance of normal workplace activities, as a result of a structured activity set by an Observer in the workplace or a simulated activity set by your Assessor/Observer.
- The timeframe for these tasks will be established by your Assessor/Observer, in consideration of location conditions and industry requirements.
- You must complete all tasks unassisted by the Assessor or other personnel, unless the steps note this assistance.
- You must attempt all tasks (and itemised steps) for a 'Satisfactory' assessment outcome to be awarded.
 - For any observation conducted that is incomplete, or without satisfactory performance, the observation will need to be completed again after further training support.

FOR THE ASSESSOR/OBSERVER

Instructions

- The following observation record should be used to judge and record your observations of the Participant as they complete the task(s) set. You must record your observations of the Participant's performance.
 - For each occasion, indicate the task performed and whether it was a simulation or workplace-based task.
 - Any simulated assessment must ensure the Participant still performs under workplace conditions which reflect industry standards.
 - In the comments, provide clear detail regarding the task that the Participant was required to do (e.g. PPE used, materials handled, attachments connected, plant types).
- All steps must be satisfactorily demonstrated by the Participant for a 'Satisfactory' determination (indicated by an Assessor tick to the right of each itemised step, or an Observer tick to the right of each itemised step, and confirmation by an Assessor in the Assessor Comments).
 - Where you have determined that one or more task steps have not been satisfactorily demonstrated, provide the Participant with additional support and outline details of such assistance in the Assessor/Observer Comments. Allow the Participant two (2) further opportunities to demonstrate the task again to allow an opportunity for a 'Satisfactory' assessment outcome to be achieved.
 - If after three (3) attempts the Assessor determines that the Participant cannot demonstrate the required steps, a 'Not Satisfactory' outcome is to be determined.

TASK OUTCOME					
Task	Date	Task Type (Tick)	Location	Task outcome (Tick)	
				Satisfactory	Not Satisfactory
Task 1	2/03/2023	☒ Workplace ☐ Simulation	Merrimac	☒	☐

ASSESSOR COMMENTS: GENERAL

As necessary, outline:

- Details on reattempts, alternative arrangements or reasonable adjustments made.
- Where a Participant is deemed 'Not Satisfactory', provide recommendations for future training.

ASSESSOR COMMENTS: PRACTICAL TASK 1

- ☒ Individual student (as named on cover page)
- ☐ Multiple students [☐ All from Attendance Report, ☐ Specific students involved – identify students]

Task	Provide detail
1.1A.	Specify drawings, specifications and plans reviewed for compliance: Archetrical plans 4-2a -western
1.2A. 1.3C.	Specify how supplier list was determined: Already determined on site. Decided by rates, sustainability and references.
1.2C. 1.2D.	Specify how contractors, sub-contractors and employees were selected: As Above.

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Practical Task 1

Description of task:

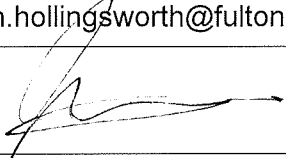
The participant must demonstrate the ability and knowledge to effectively estimate the cost of one (1) residential OR commercial building and construction project, ideally, the task will be undertaken for a workplace project, using workplace documentation, however, own templates can be used for cost calculations. Some templates are available for use as needed if workplace documents are not available. The assessor will be looking for evidence of:
estimate project costing from construction drawings, specifications and written information
list physical resources appropriate for the construction of the project
produce project cost using an appropriate software program.

- Establish project requirements
 - Read construction drawings and plans in conjunction with local regulations, relevant codes and standards to determine and document compliance requirements. *(template available – HO1)*
 - Confirm site features, type of building and method of construction, and specified building materials. *(template available – HO2)*
 - Determine and document site facilities, communication and temporary fencing requirements. *(template available – HO2)*
 - Determine and document waste removal costs including waste management site fees. *(template available – HO2)*
 - Determine and document other site specific statutory, approvals, permits or compliance costs. *(template available – HO2)*
- Calculate materials and labour costs.
 - Produce a materials and consumables quantity list and obtain a price from supplier. *(template available – HO3)*
 - Determine and estimate off-site production costs, including delivery. *(template available – HO4)*
 - Determine numbers of contractors, sub-contractors and employees appropriate for the project and work rates. *(template available – HO5)*
 - Estimate labour hours and calculate labour costs, including on-costs and worker insurance costs. *(template available – HO5)*
- Identify type and cost of physical resources.
 - Determine physical resources required for the project. *(template available – HO6)*
 - Determine limitations, conditions, operational costs and timeframes for hire of physical resources. *(template available – HO6)*
 - Obtain supplier prices, including transport of physical resources. *(template available – HO6)*
 - Identify, itemise and cost plant, equipment and machinery. *(template available – HO6)*
- Produce estimated project costs.
 - Review and document materials, consumables and off-site production costs and delivery charges.
 - Document labour costs inclusive of rates and entitlements. *(template available – HO5, HO9)*
 - Document costs of physical resources. *(template available – HO6, HO9)*
 - Apply organisational overhead recovery and margins. *(excel template available- HO8,HO9)*
 - Produce estimated project costs for inclusion in a tender or bill. *(excel template available- HO8,HO9)*
 - Manage and mitigate risks associated with estimating project costs. *(template available – HO7)*

These tasks may be simulated or real. The Participant is to gather evidence of how they have completed each component of the Practical Task, which is to be submitted with this Practical Assessment sheet. The Observer is to provide detailed comments on the tasks completed by the Participant (on the Observer Comments, overleaf). The Assessor is to verify the Observer's comments, noting their findings in the Assessor Comments (on the back of the Practical Assessment cover page) and provide the assessment outcome.

Resources required:

Workplace documents including current construction drawings and specifications, HR contractor files and rates, insurance information, Access to PC to research compliance requirements from NCC, council, state legislation including WHS and environmental protection requirements. Access to take-off software or similar technology to achieve requirements. Templates (workplace or RTO).

Observer details	
Name of observer:	Ian Hollingsworth
Role of observer (Confirm suitability to sign)	Project Manager
Email address of observer	ian.hollingsworth@fultonhogan.com.au
Signature of observer:	
Date:	4/09/2024

When completing the task, did the Participant:	Tick if satisfactorily completed. Provide comments if left unticked.
1 Establish project requirements.	
1.1A. Read construction drawings and plans in conjunction with local regulations, relevant codes and standards to determine and document compliance requirements. <i>(template available – HO1)</i>	☒
1.1B. Confirm site features, type of building and method of construction, and specified building materials. <i>(template available – HO2)</i>	☒
1.1C. Determine and document site facilities, communication and temporary fencing requirements. <i>(template available – HO2)</i>	☒
1.1D. Determine and document waste removal costs including waste management site fees. <i>(template available – HO2)</i>	☒
1.1E. Determine and document other site specific statutory, approvals, permits or compliance costs. <i>(template available – HO2)</i>	☒
2 Calculate materials and labour costs.	
1.2A. Produce a materials and consumables quantity list and obtain a price from supplier. <i>(template available – HO3)</i>	☒
1.2B. Determine and estimate off-site production costs, including delivery. <i>(template available – HO4)</i>	☒
1.2C. Determine numbers of contractors, sub-contractors and employees appropriate for the project and work rates. <i>(template available – HO5)</i>	☒
1.2D. Estimate labour hours and calculate labour costs, including on-costs and worker insurance costs. <i>(template available – HO5)</i>	☒
3 Identify type and cost of physical resources.	
1.3A. Determine physical resources required for the project. <i>(template available – HO6)</i>	☒
1.3B. Determine limitations, conditions, operational costs and timeframes for hire of physical resources. <i>(template available – HO6)</i>	☒
1.3C. Obtain supplier prices, including transport of physical resources. <i>(template available – HO6)</i>	☒
1.3D. Identify, itemise and cost plant, equipment and machinery. <i>(template available – HO6)</i>	☒
4 Produce estimated project costs.	
1.4A. Review and document materials, consumables and off-site production costs and delivery charges.	☒
1.4B. Document labour costs inclusive of rates and entitlements. <i>(template available – HO5, HO9)</i>	☒
1.4C. Document costs of physical resources. <i>(template available – HO6, HO9)</i>	☒
1.4D. Apply organisational overhead recovery and margins. <i>(excel template available- HO8, HO9)</i>	☒
1.4E. Produce estimated project costs for inclusion in a tender or bill. <i>(excel template available- HO8, HO9)</i>	☒
1.4F. Manage and mitigate risks associated with estimating project costs. <i>(template available – HO7)</i>	☒

