

INTRODUCTION TO CORNERSTONE CBS (Pty) Ltd

Our Typical Services as Professional Cost Consultant:

Background

Cornerstone CBS (Pty) Ltd as a newly formed practice with over 21 years of professional quantity surveying expertise. Our skill set complies with all work stages of quantity surveying as shown below in stages 1 through 6. We can tailor make each client's work stages according to their needs.

Stage 1

- Assisting in developing a clear project brief
- Attending project initiation meetings
- Advising on the procurement policy for the project
- Advising on other professional consultants and services required
- Defining the professional agreement / scope of work and services
- Concluding the terms of the client/ professional agreement
- Services agreement with the client
- Advising on economic factors affecting the project
- Advising on appropriate financial design criteria
- Providing necessary information within the agreed scope of the project to the other professional consultants
 - Agreed scope of work, Agreed services, Signed client professional services agreement

Stage 2

- Agreeing the documentation programme with the principal consultant and other professional consultants
- Attending design and consultants' meetings.
- Reviewing and evaluating design concepts and advising on viability in conjunction with the other professional consultants.
- Receiving relevant data and cost estimates from the other professional consultants
- Preparing preliminary and elemental or equivalent estimates of construction cost
- Assisting the client in preparing a financial viability report
- Auditing space allocation against the initial brief
- Liaising, co-operating and providing necessary information to the client, principal consultant and other professional consultants
- For which the following deliverables are applicable: Preliminary design / estimate(s) of construction cost; Elemental or equivalent estimate(s) of construction cost based on more refined design criteria.
- Space allocation audit for the project



Stage 3

- Preparing, co-ordinating, agreeing and monitoring a detailed design and documentation programme and for which the following deliverables are applicable:
 - Documentation programme

Stage 4

- Recommending and agreeing procurement strategy for contractors, subcontractors and suppliers with the client and the other professional consultants
- Preparing and agreeing the procurement programme
- Advising the client, in conjunction with the other professional consultants on the appropriate insurances
- Managing procurement process and recommending contractors for approval by the client
- Agreeing the format and procedures for monitoring and control by the quantity surveyor of the cost of the works.
- Co-ordinating the assembly of the contract documentation for signature and for which the following deliverables are applicable:
 - Procurement programme
 - Tender/contract conditions
 - Obtaining approval by the client of tender recommendation(s)
 - Contract documentation for signature

Stage 5

- Establishing the construction documentation issue process
- Agreeing and monitoring issue and distribution of construction documentation
- Instructing the contractor on behalf of the client to appoint subcontractors
- Adjudicating entitlements that arise from changes required to the construction programme
- Receiving, co-ordinating and monitoring approval of all contract documentation provided by the contractor(s)
- Establishing procedures for monitoring scope and cost variations
- Monitoring, reviewing, approving and issuing payment certificates
- Receiving, reviewing and adjudicating any contractual claims
- Monitoring preparation of financial control reports by the other professional consultants



- Monitoring preparation of final account(s)
- Facilitating and expediting receipt of occupation certificates and for which the following deliverables are applicable:
 - Signed contracts
 - Approved construction programme
 - Construction documentation
 - Payment valuation / certificates

Stage 6

- Managing procurement of operations and maintenance manuals, guarantees and warranties
- Monitoring, reviewing, approving and issuing payment certificates
- Managing agreement of final account(s)



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[Reg.no 2018/095019/07](#)