

Early Contractor Involvement (ECI)

Development & Major Building Projects



Early Contractor Involvement (ECI)

With evolving compliance obligations and increasing risk exposure there is a need to evolve traditional contracting models that have been available to the wider Church.

The earliest stage of project planning has the greatest influence on cost and delivery timeframes - ECI adopts 'best for project' requirements.

ECI embraces a Contractor's specialist knowledge of construction in the earliest stage of project planning

alongside an Architect or Designer. The selection of an ECI contractor places significant emphasis upon the capability of the proposed team.

ECI aims to manage increasing compliance obligations together with escalating building liability arising from deferred building maintenance and inherent building defects.

How to include ECI in a development or major building project



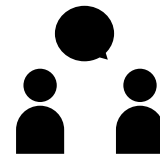
Inform

Consult with Property Services at this early phase for assistance – Form 1 Getting Started brings about consultation between the Church Council, Presbytery and Property Services to understand the current and future needs and available funding.



Prepare

Engage an independent building surveyor to prepare a compliance audit report for all retained buildings. The report informs on the exposure to building regulations and associated risk such as equitable access and inclusion.



Consult

In consultation with Property Services select and engage an ECI Contractor and an Architect or Designer. Both agreements must be independent of the other and retain the ability, if required, to conclude the consultancy at the end of the design and cost test stage, should the development or project not proceed.



Investigation

Undertake building and property specialist investigations in consultation with the ECI Contractor to expose and resolve inherent building concerns or deferred maintenance. Where there are no existing buildings, it is essential to maintain the earliest consultation with referral authorities. The ECI Contractor contributes to the design to achieve practical solutions.



Statutory Permits

Prepare and achieve appropriate approvals and permits in a collaboration between the ECI Contractor and the Architect or Designer.



Approvals

A proposed development may be part of a Property Strategy for a Form 2B Business Case subject to Church Council, Presbytery and PART approval. The approved cost of the works is set out to the agreed value of the bill of quantities. The bill of quantities is referenced in the building contract.



Cost Test

Transparency is a key factor to ECI. For major projects, the scope of work is prepared to a bill of quantities by an independent Quantity Surveyor. This is a method of independent audit in the cost test.

Early Contractor Involvement Checklist

Steps	Task	Action by	
1	Preparation	<ul style="list-style-type: none"> ✓ Compliance Audit Report 	Church Council approval for engagement of registered Building Surveyor - assistance of Property Services as required.
	Pre-Application Meeting Presbytery Discernment	<ul style="list-style-type: none"> ✓ Earliest consultation with Property Services Mission Officer – the function of a church building is always understood in the context of mission and needs. ✓ Form 1 – Getting Started application ✓ Form 1 approval may support funding for investigation and design 	Church Council, Presbytery & Property Services
2	Project Brief	<ul style="list-style-type: none"> ✓ Investigations may include specialist advice such as a consulting engineer, fire services and fire safety, heritage or equitable access consulting. ✓ Formulate a written brief for the ECI – considering missional goals, budget, existing conditions, technical obligations of earlier reports and timeframes. 	Project Control Group – consisting of Church Council nominated property committee, Presbytery and Property Services
	Design Engagement	<ul style="list-style-type: none"> ✓ ECI and Architect or Designer fee proposal and acceptance ✓ Concept design / Detailed design / Authority approvals 	Submission: ECI Contractor & Architect Acceptance : Church Council
3	Concept Design	<ul style="list-style-type: none"> ✓ Preparation and presentation of a Concept Design based upon investigations and the context of missional use of the buildings 	ECI Contractor & Architect
	Initial Design and Cost Assessment to Property Strategy	<ul style="list-style-type: none"> ✓ Independent initial design cost assessment ✓ Form 2B, if applicable, a business case may be appropriate to the design and property plan. 	Project Control Group – consisting of Church Council nominated property committee, Presbytery and Property Services
4	Detailed Design and Permits	<ul style="list-style-type: none"> ✓ Full design documentation, including engineering or other design obligation, confirm design with a DDA final review. ✓ Statutory approvals – town planning, heritage or referral authorities ✓ Approved design by a Building Surveyor via the issue of a Building Permit 	ECI Contractor and Architect
	Quantity Scheduling	<ul style="list-style-type: none"> ✓ Final Bill of Quantities prepared for cost test 	Quantity Surveyor
	Tender	<ul style="list-style-type: none"> ✓ ECI Contractor quotation (allows for all proposed construction management including OHS obligations) 	ECI Contractor
	Final Design and Cost Assessment	<ul style="list-style-type: none"> ✓ Independent cost estimate (may include alternative Contractor tender if cost is to be further tested) 	Quantity Surveyor Project Control Group – consisting of Church Council nominated property committee, Presbytery and Property Services
	Approvals	<ul style="list-style-type: none"> ✓ Congregation update ✓ Final scope of work, budget and timeframes approval by Church Council ✓ Form 3H Build Application – Presbytery and PART (Form 3I Full Project Plan including a Business Case) ✓ Form 3A as applicable to fund design or project delivery ✓ OHS obligations 	Church Council, Presbytery & PART.
5	Project Delivery	<ul style="list-style-type: none"> ✓ Commercial engagement of Contractor to construction contract to achieve quality assurance, cost and construction program ✓ Oversight and guidance via Property Services 	Project Control Group – consisting of Church Council nominated property committee, Presbytery and Property Services