



### Obligations and Scope of Works - Design and Development Management

- Project initiation to include the appointment of key consultants to develop the brief and potential design direction, objectives, priorities, constraints, assumptions and strategies in consultation with the client;
- Co-ordination of detailed feasibilities and professional studies that may be required (i.e EIA's Geotech etc) - interface with the client's representative;
- Conceptualization of the overall design visions in consultation with the client and resultant refinements;
- Appointment of the Professional Team and negotiate fees on behalf of the client;
- Manage, co-ordinate and integrate the detail design development process within the project scope, time, cost and quality parameters;
- Establish detailed Financial budget and control structures;
- Continual refinement of the feasibility model;
- Overall co-ordination of operational input and brief;
- On- going communication of the Project Development with all regulatory and municipal departments;
- Establishment of Project Schedules;
- Negotiations with potential Contractors;
- Formulation of Construction Contract documentation and Tender procedures;
- Co-ordinate the evaluation of the tender and enter into negotiations with selected contractor to finalise price, design, contract and program;
- Planning with and co-ordination of the Project Professionals;
- Planning and co-ordination of construction activities and project program;
- Site presence as part of the overall management and control function;
- Planning and co-ordination of Operational Activities and Equipment including FF&E, Graphics, Kitchen equipment, Laundry Equipment, infrastructure etc;
- Ensure that the required quality of materials, workmanship and artisanship is complied with and maintained throughout the project;
- Co-ordination of all Legal activities, Legal fees and costs excluded (where required);
- Be responsible for and co-ordinate the entire operational handover process;
- Attend to client complaints and ensure contractor repair all defects in different completion stages as instructed;
- Negotiation and settlement of all fee and contractual claims, excluding legal input if required;
- To include Developer acting as nominee of owner under Pre opening and Technical Service Agreement;