

Contract Management for Ship Construction and Repair

Table of Contents of Course Notebook for Video Presentation Version

Introduction	4
Part 1 – Fundamentals Never to be Ignored	6
[1.1] The Four Key Points	6
[1.2] The Owner’s Reciprocal Obligations	6
[1.3] Expectations versus Entitlement	7
[1.4] Information Flow	7
[1.5] Mis-Management	7
[1.6] Special Concerns	7
[1.7] Intellectual Property Rights	7
Part 2 -- First Class Marine Practice	8
[2.1] The Owner’s Perspective	8
[2.2] The Shipyard’s Perspective	8
Part 3 -- Principles Of Contract Management	8
Part 4 -- Technical Specifications	9
[4.1] Three fundamental types of specifications	9
[4.2] Most Probable Specification (vs. Definite)	10
Part 5 -- Preparing to Bid the Job	10
[5.1] Reviewing the Owner’s Technical Bid Package	10
[5.4] Bid Price vs. Estimated Costs	10
Part 6 -- Change Orders: Identification & Management	11
[6.1] Contractual Obligations vs. Changes	11
[6.2] Responsibility for Origin of Changes	11
[6.3] Examples of Successful and Other Changes	11
[6.4] Time Impact on Cost of a Change	12
[6.5] The Contractual Rules for Change Orders	12
[6.6] Schedule Impact of Change Orders	13
[6.7] Change Order Workscope Definition	13
[6.8] Engineering Services for Changes	14
[6.9] Direct vs. Indirect Effects of a Change	14
[6.10] Time & Material Changes	14

[6.11]	Credits for Deletions	14
[6.12]	Shipyard Project Change Order Control Sheet	15
Part 7 -- Contract Management During Performance	16
[7.1]	Open and Inspect [Condition-Found] Reports	16
[7.2]	Responding to Non-Conformance / Quality Deficiency Notices	16
[7.3]	Owner-Furnished Information & Equipment (OFI & OFE	16
[7.4]	Classification	17
[7.5]	Regulatory Authority	17
[7.6]	Drawings & Bills of Material	18
[7.7]	Owner's Drawing Approvals, Reviews Or Audits	18
[7.8]	Delays as Costs	19
[7.9]	Vessel Delivery and Re-Delivery	20
[7.12]	Project Start-Up Meeting -- Additional Agenda Items	20
Part 8 – Post-Delivery Contract Management	21
[8.1]	Deliverables and Disposals	21
[8.2]	Preparing for Post-Delivery Negotiations	22
[8.3]	Warranty Matters	22
Part 9 – Five Examples of Changes and their Indirect Effects	23
[9.1]	#1: Constructive Change -- Unknown Status of Vessel.....	23
[9.2]	#2: Constructive Change -- Premature Contracting.....	23
[9.3]	#3: Change of Owner’s Preference -- Alteration of Goals	24
[9.4]	#4: Owner-Responsible Change -- Owner's Mismanagement.....	25
[9.5]	#5: Owner’s Interference Change -- Owner's Unilateral Actions .	26
Shipyard Projects: Planning and Management		
Insights, Lessons and Guidance		27
