



Institute of  
Public Works  
Engineering  
Australia  
(NSW Division)

# CONTRACT ADMINISTRATION & CONTRACT LAW

## Agenda

Day One (8.30am - 5.00pm)

The Contract

Types of Contracts

Partnering: does the experience meet the expectation

- ARD, TQM, Partnering, Other Management Fantasies
- The Contract Documents

Preparing to Manage

Tender Procedure

- How clients choose consultants

Who's Who

Ask for advice so you have someone to sue

- Contract structure limits liabilities

Day Two (8.30am - 5.00pm)

Claims and Disputes

Negotiations

- Negotiation Planning Sheets
- Contract Management and Negotiation Skills
- Mayers Ten Sources of Power
- The Australian Legal System

Preparing a Case

Quality, Time and Cost

Reducing Corruption Risks

Case Studies

- Some Common Problems

Suggested Reading List

References