

Global Schedule of Rates

Designed for use with any of the NHF Schedule of Rates, the Global Schedule of Rates computer system enables Employers and Contractors working on Measured Term Contracts to process Works Orders and Estimates with the minimum of input. It offers substantial savings in time, accuracy and improved presentation over manual methods.

One of the main benefits of the system is to dramatically reduce the time spent by surveyors writing out and calculating the value of a Works Order or Estimate, including squaring dimensions, extending them by a rate and applying Contract percentages. By retaining the Order details, an Order Ledger is created and various reports on the Contract can be automatically generated.

As many Contracts as required can be held and new ones are entered with the minimum of effort. Contract information held includes Contract number, description, year of Schedule in use, Contractors percentage, etc. Besides any published NHF Schedule, Addendums can be added and other Schedules are available including PSA and NSR (that is the National Schedule of Rates). Bespoke Schedules can also be added, including the ability to import Schedule details directly from Excel, Word or ASCII format.

As the system can produce a number of reports in Excel format, these can be emailed between offices, clients, surveyors or contractors. This enables details to be seen when Global Schedule of Rates is not available. However, if communicating offices or computers are both running the software, then there are powerful routines enabling groups of Orders to be emailed.

New Works Orders and Estimates are easily created or if received electronically they can be imported from Excel. Details such as Order description and date of issue are entered. The relevant NHF codes can be selected directly from the Schedule by displaying the appropriate section on screen, requesting a search for a description or the code numbers can be typed in. Dimensions or total quantity required can then be entered.

3 Carpentry and Joinery	
Timber Window Repairs	
315001 NO	4.24 CASEMENT:EASE/ADJUST INCL.REMOVE
315003 NO	6.28 PIVOT:EASE/ADJUST INCL.REMOVE
315005 NO	7.24 BOX SASH:EASE/ADJUST INCL.REMOVE
315007 NO	63.02 CASEMENT:RENEW NE 900 X 600MM.
315009 NO	51.43 SASH:RENEW FIXED NE 900 X 600MM.
315011 NO	124.69 PIVOT:RENEW SASH NE 1.75 SM.
315013 NO	113.62 WINDOW:RENEW SLIDING SASH
315015 LM	3.59 WINDOW:RENEW SWD PARTING BEAD.
315017 LM	3.85 WINDOW:RENEW SWD STAFF BEAD.
315019 IT	19.79 CORD:RENEW SET OF SASH CORDS.
315021 NO	22.25 BOX SASH:RENEW PULLEY WHEEL.
315023 NO	21.55 BOX SASH:RENEW SASH WEIGHT(S).
315025 IT	69.63 BALANCE:RENEW SPIRAL BALANCES.
315027 LM	24.53 FRAME:CUT OUT/SPLICE NEW SECTION
315029 IT	15.08 CILL:CUT OUT/SPLICE NEW NE 300MM
315031 IT	24.22 CILL:CUT OUT/SPLICE NEW 300-900
315033 LM	28.44 CILL:CUT OUT/SPLICE NEW EX.900MM
315035 LM	3.75 BEAD:RENEW H.W.GLAZING BEAD.
315037 LM	3.32 BEAD:RENEW S.W.GLAZING BEAD.
315039 LM	2.98 BEAD:REFIX LOOSE GLAZING BEAD.
315041 NO	23.18 FRAME:RENEW CILL NOSING NE 3M.
315043 NO	16.93 FRAME:RENEW GLAZING BAR NE 1M.
315045 NO	6.36 FRAME:RENEW PARROT MOULD NE 2.4M
315047 NO	25.14 SASH:REPAIR SASH RAIL/STILE.
315049 NO	18.96 WINDOW:OVERHAUL CASEMENT
315051 NO	23.65 WINDOW:OVERHAUL SASH



GLOBAL SCHEDULE OF RATES (cont)

Display / Amend / Delete Order Details (Dimensions)			
GTE/509 RAF Cottesham		21/02/06 Page 1	
Client: DHE			
Contractor: Willis Brothers Limited			
Order: 017 Ease shed door + repair panels			
7 Tindall Sq			
Building: 202			
(Secondary Order: 370029) Date of Issue: 16/08/04 Date of Completion: 04/09/04 Target Date: 26/08/04			

342309	Frame:Remove and refix loose external door frame, including remove and refix door and one set of architraves, touch up decorations and renew sealant.	1no	17.57 17.57
328107	Door:Renew 105x20mm preservative treated softwood ledge or brace to ledged and braced door, and decorate to match existing	2it	4.81 9.62
335009	Door:Renew any rail or stile to any type of softwood door including remove and rehang door, remove and refix hinges, locks, furniture and the like in order to effect repairs and decorate to match existing	1it	27.38 27.38
438017	Door:Rub down, prepare for and apply one coat of primer, one undercoat and two coats of gloss paint to all surfaces of any type or size of single timber door. (both sides and edges).	1it	19.72 19.72
305501	Flooring:Supply and lay 3.2mm flooring grade hardboard nailed to existing floorboard at 150mm centres with wired nails and level as necessary.	12.00sm	5.43 65.16
307101	Cladding:Remove existing defective shiplap boarding and renew with 19mm pressure impregnated shiplap boarding in areas ne 2.00 sm including all labours, fixed to existing framework including renew defective support battens and provide any extra battens r	1it	35.63 35.63
Total of all Work			----- 175.08 =====
Total Schedule Items & Agreed Rates			175.08
Contract Percentage 8.5% of £175.08			14.88
Order Total			----- 189.96 =====

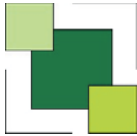
When entry of an Order is complete it can either be printed out or displayed on screen. Each NHF code and description is listed, the dimensions are squared to produce the quantity and this is extended by the rate. The total price appears at the end and is adjusted by the Contractors percentage. All rates printed can be adjusted by a percentage, which could be used to produce a value for a Subcontractor. There are options to print selected page(s) of the Works Order, only the total values at the end, the longer Schedule descriptions instead of the short ones and to generate the output in Word or Excel format.

Besides NHF codes, non-Schedule items such as Star Rates are easily added to an Order. There are various options which enable Star or Agreed Rates, Net Rates, Dayworks, Sub-Contractors, Materials, Hired Plant, PC Sums, Supply Only, Invoices and Free typed descriptions to be entered. Each requires a description entering and, except for Free type, a Unit of Measure and rate.

At any time Orders are easily amended and mistakes rectified. Missing NHF codes or dimensions can be added and incorrect dimensions altered.

Additionally, notes can be stored against an Order. These are intended for your own reference and can be updated at any time. The notes could be a record of activity on an Order, such as dates of visit to site and observations on the work. The intention is to replace manual records for each Order.

The input and printing out of an Order just explained is achieved by using the Measurement Module. The reporting activities now briefly described use the Reporting Module.



GLOBAL SCHEDULE OF RATES (cont)

An Order Ledger is maintained for each Contract. The ledger holds details of all Orders entered including Order description, date of issue, measured value, various other dates, property register details, etc. This gives the ability to produce many reports and also to export Order Ledger information directly to Excel.

Reports include;

Order Ledger, lists all Orders on the contract, or can be selected by Valuation number or property address.

Miscellaneous Order Report offers great flexibility. Select which dates to report on, for instance Date of Issue and Date of Final Bill can be selected to give a list of Outstanding Orders.

Performance Report shows Orders completed within or outside a specified period.

Property Register could include activity for a selected Building or Room within.

Selected Order Ledger, user can design various reports by specifying which fields of data are to be shown.

Valuation Report lists details of Orders for a selected valuation.

Payments on Account lists the state of Orders that are subject to payments on account.

Quantity Used per Schedule Code processes all orders on a contract and lists the frequency with which each schedule code has been used.

Estimating is made easier as the Schedule can be displayed on screen instead of referring to the printed Schedule and NHF codes required are quickly located. This technique can also be used when entering Orders. It is achieved by displaying different levels of description to enable rapid identification of the code required. For example, the first level of NHF descriptions is displayed e.g. 0 Groundwork, 1 Brickwork. A selection is made and the next level then appears, e.g. Concrete Kerbs, Concrete Channels. Selection enables the relevant NHF codes and descriptions to be displayed, such that an NHF code can be selected for the estimate. Further NHF codes can be selected by continuing to search through the different levels of description. This is a very convenient and quick way of locating codes rather than searching through the printed Schedule. There is another method of searching using a word search facility in order to locate all occurrences of a selected word or phrase.

Display Order Ledger					
GTE/509 RAF Cottesham			21/02/06 Page 1		
Client: DHE					
Contractor: Willis Brothers Limited					
Order Ledger					
Primary Order	Secondary Order	Brief Description	Issue Date	Est Val	Measrd Val
001	370001	22 Percy Road	09/08/04	36.00	42.68
002	370002	37 Haythorpe Road	09/08/04	66.00	54.90
003	370003	67 Burghley Circle	09/08/04	103.00	97.23
004	370004	21 Tindal Sq	09/08/04	298.50	314.23
005	370006	7 Cotswold Street	09/08/04	96.90	114.32
006	370010	16 Berkley Circle	10/08/04	30.00	30.35
007	370013	16 Berkley Circle	11/08/04	12.50	12.76
008	370015	10 Pytchley Close	11/08/04	110.00	106.60
009	370014	18 Blankney Road	11/08/04	34.00	40.33
010	370016	18 Blankney Road	13/08/04	110.00	106.68
011	370017	6 Percy Road	13/08/04	25.60	27.73
012	370048	2 Belvoir Sq	17/08/04	114.00	109.18
013	370027	29 Bedale St	20/08/04	387.00	354.92
014	370026	2 Pytchley Close	16/08/04	29.00	38.87
015	370025	18 Zetland Sq	16/08/04	45.30	47.21
016	370024	49 Burghley Circle	16/08/04	28.00	27.12
017	370029	7 Tindall Sq	16/08/04	81.80	189.96
018	370030	26 Zetland Sq	16/08/04	54.00	77.78
019	370031	8 Hambleton Crescent	16/08/04	65.00	54.09
020	370033	4 Percy Road	16/08/04	15.00	19.18
20 Orders Displayed				1,741.60	1,866.12



GLOBAL SCHEDULE OF RATES (cont)

Composite items are an option with the system that may be of interest. They offer great savings provided that they are used in the correct situation and agreed with the Client. Composite items can be created from a group of NHF codes to form a complete component installation, such as fitting a standard window or door. When the Composite is created, each NHF code must have standard dimensions entered. The entry of a Composite item into an Order or Estimate saves the selection of each constituent NHF code and dimensions.

If required, each Order can be referenced by up to three different Order Numbers. The three could be the official Clients Order Number, the Contractors internal Order Number and an automatically generated sequential Order Number. The Order can be immediately referenced using any of these numbers.

Global Schedule of Rates is written in Visual Basic, the popular and powerful development tool from Microsoft. Each NHF Schedule is stored in an Access database. This ensures rapid response and ease of use, even when large amounts of data are involved. If the Users computer system has the Access database package loaded then it can be used to interrogate the data generated by Global Schedule of Rates and produce reports with reference to the Order Ledger. However, Global Schedule of Rates will operate normally without the Access database package loaded on the computer.

Global Schedule of Rates runs under Windows. Systems can be expanded at any time from a single-user Windows PC to a multi-user Network without the necessity of having to re-key any information. The use of Portable or Notebook PCs mean that measured accounts can be produced on site.

A free demonstration system is available, either a rolling or interactive version.
