

MOUNTING REPORT

Business Academy Aarhus

Architectural Technology and Construction Management

3rd semester

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Z komentarem [CN1]: Overskrifterne har ikke samme font.

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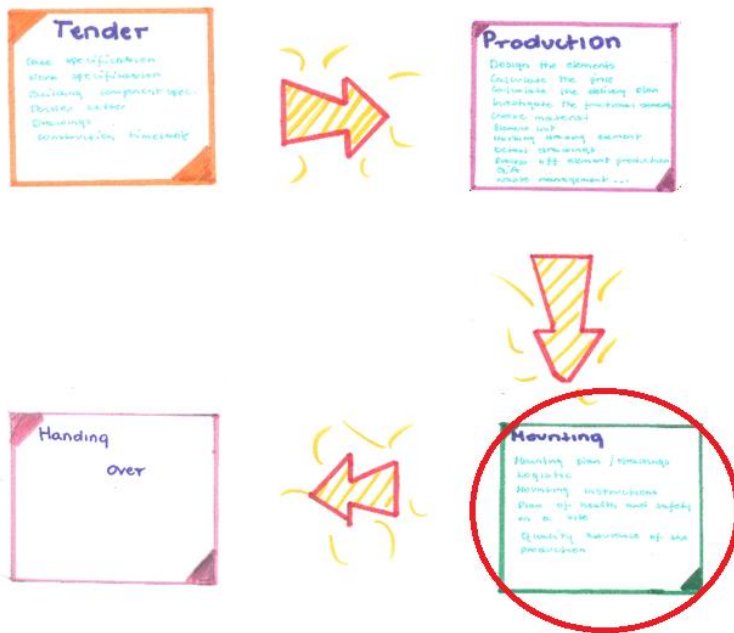
Problem statement

How does the mounting contractor make use of the tender material and how is this information transformed into the planning of link processes that the assembly work consist of?

Our role

~~W~~After when the tender bid was ~~transferred~~ transferred to the production drawing and taken from the advisor, the company started producing elements. ~~Afterwards t~~The next step is to mount the prefabricated concrete elements ~~on~~ on the walls. ~~Right now~~Then we change our role from advisors ~~to the role as~~ to building site managers.

The ~~B~~building site manager is responsible for the site ~~every daye running during~~ of the project ~~every day~~. He needs to take care of ~~the times~~ time schedule and budget of ~~thea~~ the project. ~~Further, he needs to and~~ solve the problems, ~~which are arising~~ accumulates on the site. He is involved ~~of in~~ in the quality assurance, health ~~and and~~ safety and inspection of ~~the~~ the work. He is also responsible ~~for of~~ for the communication between all ~~employer~~ trades.



Fingerprint concrete

About 10 years ago, Erik Fingerprint established the company Fingerprint Concrete company. The company takes care of mounting and production of prefabricated concrete panels. Over the years, the company became increasingly specialised. In 2006, the company changed its policy and it offers delivery and mounting of anything connected to prefabricated concrete panels. The company operates nationally and employs a number of experienced fitters and managers.

The company wishes to be known as a competent partner within the profession. The Company brand is characterized by high quality and fast service. In the future, the company wants to increase their working range into Europe.

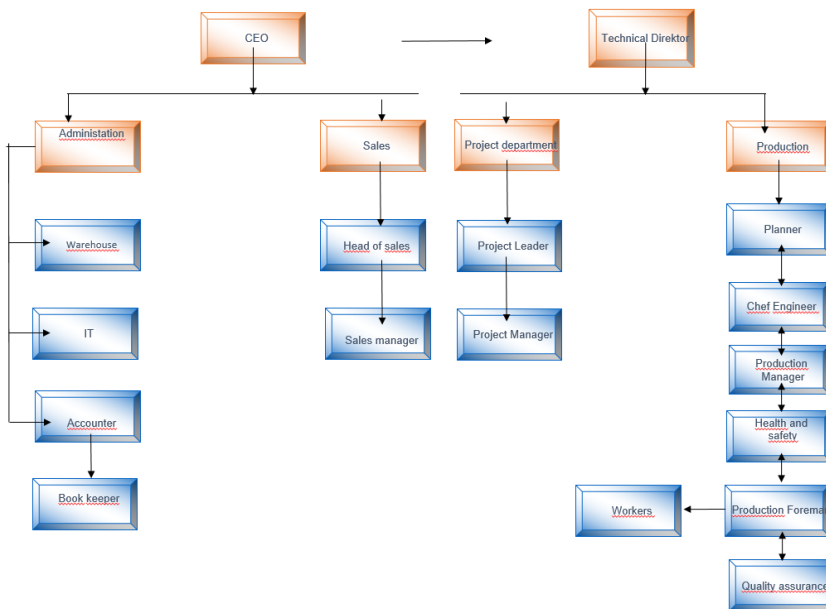
The company takes care of both individual customers and companies. When the client has signed a contract with the company Fingerprint Concrete, it ensures all delivery on site in the shortest possible time and precisely mounted.

Sformatowano: Czcionka: Nie Kursywa

Sformatowano: Czcionka: Kursywa

Company organisation

Our company consists of a CEO and a Technical Director. The CEO is in charge over the administration and the sales department while the Technical Director is in charge of the Project department and the Production. Each of the departments are in charge of smaller groups helping the company to function properly.



Confidential bid of the delivery

To find our tender bid, we started out with visualizing the work process that goes into producing one element (FE_A1 work process, [see figure 1 on the next page](#)). This process gave ~~me~~ us an idea of how ~~much~~ long time each process ~~w~~ should take ~~and when it show finish~~ and how many workers we wanted to assign each task related to the production. Each view on the drawing shows a step in our production from building the casting box to purring the last portion of concrete to create the front plate.

On figure 1, you see the estimated amount of workers and hours that we expect to use in each level of the process. Since we have to make eight walls with the same procedure, we expect it to take less time to make the eighth one than the first one. In that sense, we use less time than estimated. When we use less time than expected it will either result in higher profit for us or in a discount for the costumer.

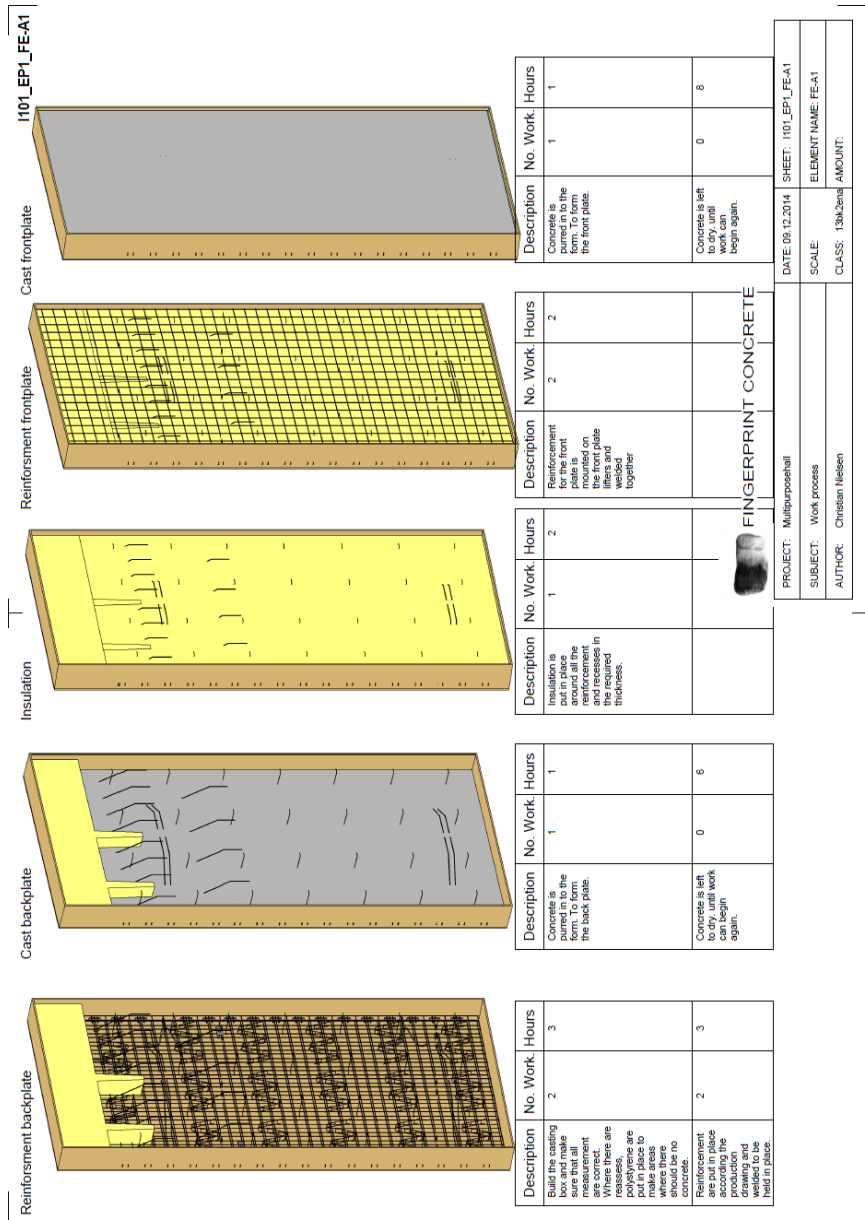


Figure 1: FE_A1 work process

In the quotation sheet, we added the contribution ratio of 40% that will cover all our fixed costs to machinery, rent and insurance etc. The contribution ratio of 40% is calculated from the 2014 budget.¹ Therefore, we ended up with a total square meter price of 997,35 DKK and a total contribution margin of 402.359,33 DKK. The total price for manufacturing all 1412m² of wall will cost 1.408.257 DKK. In addition, the total price excl. VAT is 1.598.725,02 DKK, which includes transportation, rent of crane, labour and materials.

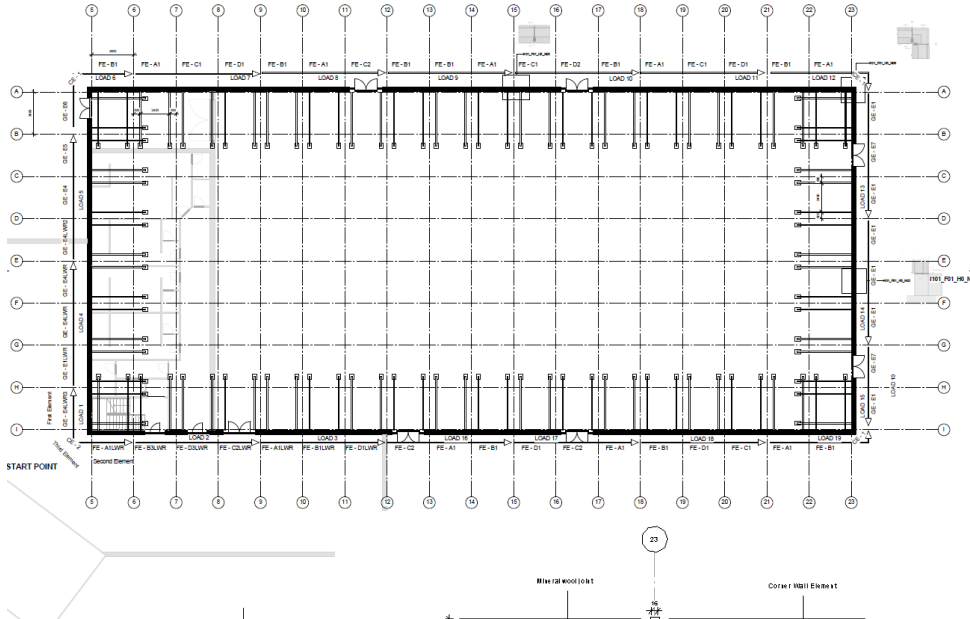
Notice that the calculations have been change during the process, but the sums informed above are still correct. The calculations in the sheet below are only to explain for the reader what we have done, see the annex 2 for the correct calculations.

Quotationsheet									
Case no.	1101			Calculated by:	CBN		Social cost:	41,75%	
Case	1101 FE A1			Date of calculation:	15.12.2014		Index:	119	
Client	Horsens municipality			Rev. date:					
Contract	Element contract			Controlled by:					
Figures from the Result budget									
Turnover pr. year							51.000.000,00		
Variable cost							36.320.000,00		
Contribution margin							20.368.000,00		
Contribution ratio							(ex. 20.368.000 x 100) / 51.000.000)		40%
Cost price									
Entry	Act. No.	Description of Activities	Unit	Time	Amount	Calculation	Unit	unit price	Total in DKK/kr.
		Price kr. each m ² :					DKK/m ²	712,39	
		Contribution ratio (40 %)	%	40		= (764,42 x 0,40)	DKK/m ²	284,96	
		Total cost price / m ²					DKK/m ²	997,35	
		Contribution margin on this case	m ²	1412		= (305,77 x 1412)		402.359,33	402.359,33
Figures to enter in the bidlist									
Quotation									Quotation price
									Total in DKK/kr.
		Manufacturing the panels Costprice panels	m ²	26	1412		DKK/m ²	997,35	1.408.257,66
		Transport of panels from factory to the site	m ²	1	1412	(or a fixed total price)	DKK/m ²	27,96	39.521,88
Sub contractor									
		Rent of crane	hour	64			DKK/ hour	1500,00	96.000,00
		Contribution ratio sub contractor 5%				= (96.000 x 0,05)			4.800,00
		Working salary for the mounting the panels	hour	64			DKK/ hour	261,17	16.715,16
		Contribution ratio sub contractor 5%				= (16.715,16 x 0,05)			835,76
		Quotation excl. VAT							1.565.294,70
		VAT (25 %)							391.323,68
		Quotation incl. VAT					DKK		1.956.618,38
								Page	3 of 3

¹ See annex 1: budget 2014

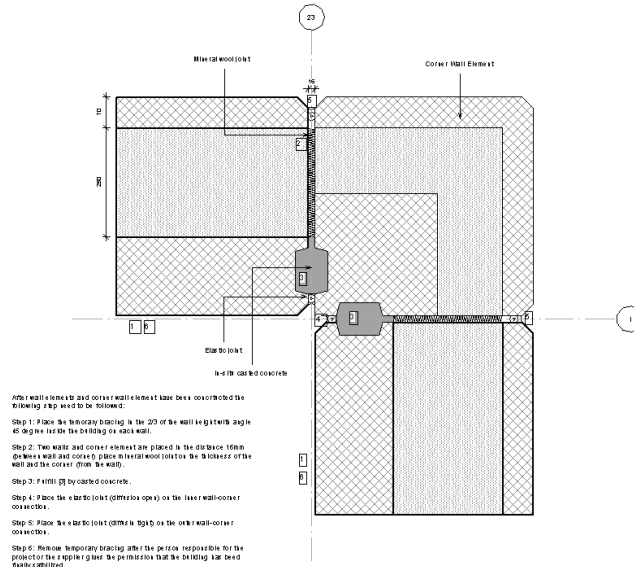
Mounting process

In the mounting process, we hand out a mounting plan, which determine the order, and the transportation of the elements arriving on site. Each element is named differently according to a company standard, which helps placing the elements in the right position.



Mounting details

For each part of the mounting process, we hand out mounting details drawings, which contain all relevant steps in the right order to make everything understandable. The building site manager takes care of mounting the elements according to the drawings. Here you see a simple drawing that helps to explain mounting.



Logistic delivery planning

Building logistic concerns planning, managing, organising and co-ordinating the delivering of materials within building industries. The main issue of logistic is to reduce the total cost of administration, transport, storage, waste and mounting time. The aim is not only to lower the transportation cost but all cost related to the building process and delivery of materials. Logistic in the mounting face is based on several plans and schedules.

Unit schedule

The schedule below is based on the mounting plan with the prefabricated concrete wall elements. The elements are grouped in loads or units according to the mounting plan. On the schedule, we can see how many elements that are delivered on site (56 elements) and the article number of the elements as well as gable or facade. We divide the elements in loads to calculate the needed transport to get them to the site. The schedule is continued on the following page.

UNIT SCHEDULE				
Unit number:				
Name :	Christian Nielsen	Date:	2014-12-11	
Total amount :	56	Initials:		
Supplier:	Fingerprint concrete	Revision:		
Contract / trade :	Concrete element			
Case:	Horsens Multipurposehall			
Article no. /component no. :	No.	Description/subject:	Quantity	Unit.
GE - E4LWR3	14	Gable	1	1
FE - A1LWR	2	Facade	1	1
CE - 2	22	Corner	1	1
FE - B3LWR	5	Facade	1	2
FE - D3LWR	12	Facade	1	2
FE - C2LWR	8	Facade	1	2
FE - A1LWR	2	Facade	1	3
FE - B1LWR	4	Facade	1	3
FE - D1LWR	10	Facade	1	3



GE - E4LWR	16	Gable	2	4
GE - E1LWR	13	Gable	1	4
GE - E4LWR2	17	Gable	1	5
GE - E4	15	Gable	1	5
GE - E5	18	Gable	1	5
GE - E6	19	Gable	1	6
CE - 1	21	Corner	1	6
FE - B1	3	Facade	1	6
FE - A1	1	Facade	1	7
FE - C1	6	Facade	1	7
FE - D1	9	Facade	1	7
FE - B1	9	Facade	1	8
FE - A1	1	Facade	1	8
FE - C2	3	Facade	1	8
FE - D1	9	Facade	1	9
FE - B1	3	Facade	1	9
FE - A1	1	Facade	1	9
FE - C1	6	Facade	1	10
FE - D2	11	Facade	1	10
FE - B1	3	Facade	1	10
FE - A1	1	Facade	1	11
FE - C1	6	Facade	1	11
FE - D1	9	Facade	1	11
FE - B1	3	Facade	1	12
FE - A1	1	Facade	1	12
CE - 1	21	Gable	1	12
GE - E1	13	Gable	1	13
GE - E7	20	Gable	1	13
GE - E1	13	Gable	1	13
GE - E1	13	Gable	3	14
GE - E7	20	Gable	1	15
GE - E1	13	Gable	1	15
FE - C2	7	Facade	1	16
FE - A1	1	Facade	1	16
FE - B1	3	Facade	1	16
FE - D1	9	Facade	1	17
FE - C2	7	Facade	1	17
FE - A1	1	Facade	1	17
FE - B1	3	Facade	1	18
FE - D1	9	Facade	1	18
FE - C1	6	Facade	1	18
FE - A1	1	Facade	1	19
FE - B1	3	Facade	1	19
CE - 1	21	Corner	1	19
Renunciation deadline:				
Type of delivery		Truck		
Loading method:		Stading up		
Packing:		3 Concrete elements at a time		
Packing returned:				
Additional information:				

Time-schedule

The construction time schedule is done and maintained by the project manager Elvijs Josts. The time-schedule shows that for the mounting wall elements are intended 8 days in different weeks. That means that the transport of the elements will also be divided into weeks according to the time schedule. In one day we will mount 9 elements, that means 3 loads = 3 trucks.

In case we need more time, the company will have to contact the project manager and ask him for more time. Both sides have to agree on that, which again needs to be documented.

16		Erect and support first 36 sandwich elements	2 days	Tue 12.5.15	Wed 13.5.15
17		Connections between sandwich walls	2 days	Thu 14.5.15	Fri 15.5.15

25		Erect and support rest of sandwich wall elements	3 days	Wed 03.6.15	Fri 05.6.15
26		Connections between sandwich walls	1 day	Mon 08.6.15	Mon 08.6.15

Delivery plan

This plan informs when the units will be delivered on site according to the time schedule. The plan helps us to track each unit and tells us how many units expected to be delivered per week. In week 20 we will deliver unit number 1-12 and in week 23 unit number 13-17 and so on.

Delivery plan no.:	19			Date:	11.12.2014	
Contact person:	Christian Nielsen			Initials:		
Case:	Horsens Multipurposehall			Revision:		
				Period :	3 weeks	
Unit no:	Week no.	Week no.	Week no.	Week no.	Week no.	Week no.
	1	20				
	2	20				
	3	20				
	4	20				
	5	20				
	6	20				
	7	20				
	8	20				
	9	20				
	10	20				
	11	20				
	12	20				
	13		23			
	14		23			
	15		23			
	16		23			
	17		23			
	18			24		
	19			24		
Renunciation deadline:						
Type of delivery	3 Concrete elements per load					
Loading method:	Mobile crane					
	Elements are staging up					

Renunciation plan

The renunciation plan is a detailed confirmation of the delivery plan. It is based on the delivery times in days (Monday-Friday) and gives exact time when the materials are wanted on the construction site. In case of any changes in time of delivery, it is necessary to contact the project manager and agree on actual time of delivery (changes in time have to be documented on the revision of the renunciation plan).

Renunciation plan no.:		1					Date :		11.12.2014							
Contactperson :		Christian Nielsen					Initials :									
Case :		Horsens MultiPurposeHall					Revision:									
							Periode:									
		Renunciation					Renunciation					Renunciation				
		Week 20					Week 23					Week 24				
Unit no. :	Name :	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
1	GE - E4LWR3, FE - A1LWR, CE - 2	x														
2	FE-B3LWR, FE-D3LWR, FE-C2LWR	x														
3	FE-A1LWR, FE-B1LWR, FE-D1LWR	x														
4	GE-E4LWR, GE - E1LWR, GE-E4LWR		x													
5	GE-ERLWR2, GE-E4, GE-E5			x												
6	GE-E6, CE-1, FE-B1			x												
7	FE-A1, FE-C1, FE-D1				x											
8	FE-D1, FE-A1, FE-C2				x											
9	FE-D1, FE-D1, FE-A1				x											
10	FE-C1, FE-D2, FE-B1					x										
11	FE-A1, FE-C1, FE-D1					x										
12	FE-D1, FE-A1, CE-1					x										
13	GE-E1, GE-E7, GE-E1								x							
14	GE-E1								x							
15	GE-E7, GE-E1								x							
16	FE-C2, FE-A1, FE-B1									x						
17	FE-D1, FE-C2, FE-A1									x						
18	FE-B1, FE-D1, FE-C1														x	
19	FE-A1, FE-B1, CE-1														x	
Delivery - unloading place:		Unloading on the site of building Multi Purpose Hall														
Unloading method:		Mobile crane														
Return packing:		none														
Additional information:		none														

Logistic profile

From the logistic profile it is clarified how to handle and transport the different units. Since the loads contain different kind of elements it is important to make sure that the elements are handled correct.

LOGISTICPROFILE		
Supplier:	Fingerprint Concrete	Date: 11.12.2014
Contract:	Concrete mounting	Initials: CBN
Case:	Horsens Multipurposehall	Revision:
		Control:
Artickle identification :		
Proberties	Suggestion to evaluation	Comments
Article-/material type (processing extent)	All elements are Labeled	
Transport shape/ Distribution	Vertical placement on the truck	
Storage proberties	Can be stored on site rapped in plastic	
How to handle easy/difficult	Only lift with crane in liftinghooks	
Sensibility toward wast. loss and damage	In case of damage element must be returned to the factory	
Easy to mark	Labeled	
Accesable (on the market)	Building site is accesable with a road	
Mounting or built-in proberties	Mounted on bricks and supported by blueboys	

Plan of health and safety

Description

The project is about building a Multi-Purpose Hall for Horsens and can be split into two stages. First we have the concrete hall with offices and locker rooms and secondly we have a wooden cafeteria with meeting rooms. Furthermore, there is space for parking close to the entrance.

The construction of the concrete hall is based on prefabricated concrete walls, hollow cores for the first floor deck and TTS beams and waffle slabs. The construction work cover the erection of 56 elements for the concrete hall.

1. Organization of the construction site

Location:	Chr. M. Ostergaards Vej 4, 8700 Horsens Tlf.: 53642569
Project manager:	Elvijs Josts, 8700 Horsens
Safety coordinator:	Viesturs Matisons, 8700 Horsens Tlf.: 54368495
Site manager	Josva Maitilberg, 8700 Horsens
Contractors safety representative:	Marius Raducan Fingerprint concrete, Halmstatgade 8, 8200 Aarhus N Tlf: 31885552

1.1 The plan of health and safety on the site is published to:

- Client
- All specific contractors:

Survey	Electrician
Soil	Landscape
Plumber	Gardener
Carpenter	Cleaning
Concrete element	
Wooden element	
Ventilation	
Steel frame	
Elevator	

Safety coordinator: Viesturs Matisons

1.2 Safety meetings

The safety coordinator - Viesturs Matisons organizes safety meetings every 1st week and he is also responsible of being chairman and making written minutes during them. Each contractor who is working on the building site must be present on the meeting or someone of his workers must represent him on the meeting.

In case of accident on the building site, the manager must arrange the safety meeting. All contractors, the building site manager and the safety coordinator must be present on the meeting. Should be done the analyse of a reason of what happened and they must undertake activities to prevent this situation in the future. Safety is important thing and it has to be incorporated and connected in all activities in order to ensure secure and quick flow of work.

2. Health and safety management system

2.1 Coordination of safety - duties and roles

The company is responsible for informing and introducing all workers on the building site about their individual roles and duties. Safety coordinator introduced all employees about the consequences of not using health and safety regulations. The safety coordinator carries out inspections at least once weekly on employees and also gives reprimand. Each employee has his own card, and if he did something inconsistent with the health and safety, he will get a mark on his card. If an employee collects the two characters, he cannot work for a year on the building site. These activities are used to establish normal level of the responsibility for health and safety among employees.

The safety coordinator has to show the obligation of management by signing and dating the document and also ensure that all employees are aware of the policy's contents.

2.2 Policy

The company wants to create effective health and safety management system. The company decided to establish policy, which contain:

- a demand to follow with government legislation
- a statement of management's commitment to health and safety
- common objectives of the health and safety program
- overall health and safety responsibilities of management, workers, contractors and visitors while they are on building site
- a requirement to fulfil the our own health and safety standards by all employees

3. Planning of building site layout

The company decided to carry out good planning of the construction site in order to increase the productivity and safety.

3.1 Site accessibility

The company arrange the layout of the roads leading to the site as well as internal roads. Otherwise the company planned parking area for employees and visitors. These actions ensure easy accessibility, which will simplify process of logistic, decreases possibilities of accidents and save the time of arrivals and departures.

3.2 Safety

- Construction clothing: safety shoes, helmets, reflective clothing, gloves and goggles, vests
- Fire equipment: fire extinguisher, sprinklers etc.
- Medical devices: first aid kit

3.3 Indicating signs

- Safety signs – to have the appropriate outfit for the site as well as to remember about safety rules
- Emergency routes - they will be displayed on every floor during the building progresses
- Traffic signs – to help in leading movement between trucks, to avoid accidents
- Site plan – show everything what is going on the site in good order; it is located in the office of site coordinator and near to entrance

3.4 Security

- Lightning- to ensure workers good conditions as well as during the works carried out in the winter when it is dark faster
- Entrance- is provided proper security service at the entrance in order to keep track of all visitors
- Fencing - ensure better security

3.5 Offices - close to each other, close to the site.

3.6 Technical Installation (water, electricity etc.) - have water and toilet facilities in convenient locations, supply electricity for machinery etc.

3.7. Storage and site cleaning - it is necessary to plan storage areas for materials.

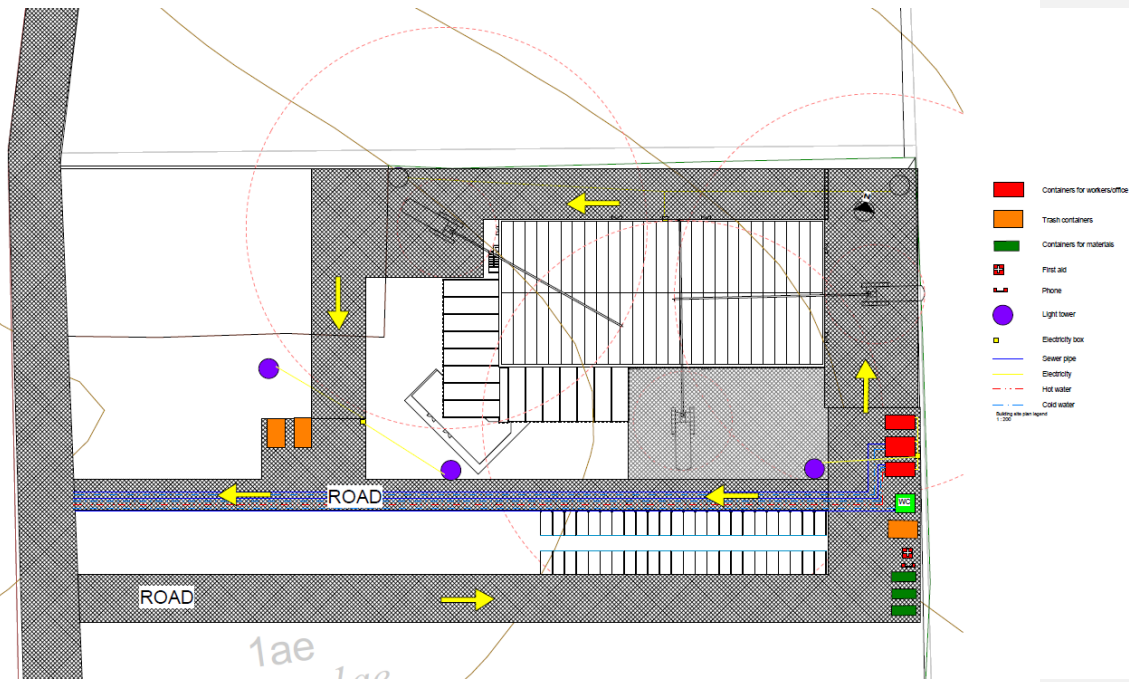
4. Risk within the building period

- Inappropriate storage of material - no protection materials from humidity and also possible to overturn
- Using of installations and equipment electricity
- The use of machinery and technical equipment-must be adequately trained staff, regular machine control, technical supervision
- Working at height
- Transportation of heavy elements and placing them in right position

Every contractor must create a statement with all chemicals and substances that they use and storage on the building site. The statement has to be analysed at the first meeting, where will be all contractors.

5. Building site plan

On the plan of health and safety we can find all mention above things about lighting, first aid, phone, trash containers, containers for materials, containers for workers and electricity box. If something happened on the site according health and safety we need to inform health and safety manager. If we don't know who is this, we can easily find him in the case specifications.



6. WA – Survey of working conditions

Here we can find similar problems, which we actually have on the building site and we can get knowledge what to do from this tables. We also know who is responsible for that kind of problem.

Workplace Assessment WA

Survey of working conditions

Date:	Company:	Name:	Working area:
9.December.2014	Fingerprint concrete	Marius Raducan	Element mounting

		A	B	C	D	C low extent, D no problem
A High extent, B some extent						
Physical working conditions check the handbook for the safety group						
1	Effects from the weather, e.g. heavy cold or heat, cold wind, rain or draft			x		
2	Welfare accommodations			x		
3	Noise from machinery, tools or other installations		x			Missing helmets with the headphones.
4	Vibrations from machines, tools or other installations			x		
5	Work light conditions			x		
6	Internal climate conditions Ventilations, smoke and moisture etc.				x	

		A	B	C	D	C low extent, D no problem
A High extent, B some extent						
Ergonomically working conditions check the handbook for the safety group						
7	Constructions site, workshop- and office arrangement etc.			x		
8	Machines, equipment and tools		x			Missing tools for workers
9	Heavy lift, heavy work and heavy push and pull		x			Incorrect placement of the machines
10	Lifting and carrying- is a lot of objects lifted or carried during a working day			x		
11	Working positions		x			Too many people are on the site at the same time
12	One-sided and repeated work. –the same movement in a long time			x		

		A	B	C	D	C low extent, D no problem
A High extent, B some extent						

Psychological working conditions check the handbook for the safety group					
13	Working time length etc.			x	
14	Time pressure - several task in short time			✓	
15	One-sided work with constant attentions				✓
16	Missing influence on planning and arrangement of your own work			✓	
17	Cooperation and everyday language		✓		<i>Use Danish or English.</i>
18	Working alone – isolation from the others				✓
19	Missing or inadequate direction/ instructions		✓		<i>Insufficient instruction of the staff</i>

c	A High extent, B some extent	A	B	C	D	C low extent, D no problem
Chemical working conditions check the handbook for the safety group						
20	Substance and materials, that leads to discomfort. Mineral wool, quartz, concrete- or wood dust. Steam or smells.			✓		
21	Missing use of personal protections				✓	
22	Missing or inadequate direction/ instructions		✓			<i>Insufficient instruction of the staff</i>
23	Missing education –epoxy, isocyanides or asbestos etc.				✓	
24	Missing or inadequate manuals				✓	
25	Missing or inadequate marks – codes or dangerous signs.				✓	
26	Missing investigations of substances and materials, if there exist less toxic/dangerous materials than the ones used				✓	

	A High extent, B some extent	A	B	C	D	C low extent, D no problem
Accidents hazard check the handbook for the safety group						
27	Machines – movable parts are not safe, emergency stops are missing or missing maintenance etc.				x	
28	Missing use of personal protections			✓		
29	Missing or inadequate direction/ instructions		✓			<i>Training BHP</i>
30	Missing education – certificates etc.			✓		
31	Missing or inadequate manuals				✓	
32	Technical aid – use and maintenance etc.		✓			<i>Need fulfilment</i>
33	Missing service check – cranes, trucks, lifts hoist, fall safety equipment etc.			✓		
34	Handling of materials			✓		
35	Handrails, scaffolds, platforms and			✓		

	landings, working baskets and ladders				
36	Traffic – vehicles				✓
37	Access roads etc.	x			<i>Blocked by traffic jam</i>
38	Employees, execute dangerous work, according to WEA (ex.order no.589)				✓
39	Prevention of accidents			✓	

c	A High extent, B some extent	A	B	C	D	C low extent, D no problem
<i>Working conditions related absence check the handbook for the safety group</i>						
40	Accidents, heavy and hard physical work. Conflicts etc.			x		

Plan of action

Workplace Assessment WA

Plan of action

Date:	Company:	Name:	Working area:	
<i>4. December.2014</i>	<i>Fingerprint concrete</i>	<i>name</i>	<i>Element mounting</i>	
Survey of working conditions	The reason for the problem	How is the problem solved	Responsible person	
			Date for execution	Date for the follow up
No. 3	<i>Missing helmets with the headphones</i>	<i>Contact manager to buy more.</i>	8.04.2015	10.04.2015
No. 8	<i>Missing tools for workers</i>	<i>Too many peoples are at the same time on the site or contact manager to ensure more</i>	8.04.2015	10.04.2015
No. 9	<i>Incorrect placement of the machines</i>	<i>A control of the correct placement and routes of the machines is executed</i>	<i>Name executes the control Daily, During the whole day</i>	<i>On safety meeting after every main stage of the construction</i>

		<i>periodically</i>		
<i>No. 11</i>	<i>Too many people are on the site at the same time</i>	<i>Check time schedule and inform manager</i>	<i>During the problem</i>	<i>As fast as possible</i>
<i>No. 17</i>	<i>Use only Danish or English</i>	<i>Follow your contract of employment</i>	<i>08.04.2015</i>	<i>08.04.2015</i>
<i>No. 19</i>	<i>Insufficient instruction of the staff</i>	<i>A safety instruction is handed to every worker and they are obliged to take a test on it with no allowed mistakes</i>	<i>Name provides the employees with the instructions 30.03.2015</i>	<i>Evaluation after use of the new lighting on Safety meeting 02.04.2015 and every meeting from then on</i>
<i>No. 29</i>	<i>Training BHP</i>	<i>Contact manager and organize new training or give a reprimand</i>	<i>08.04.2015</i>	<i>08/13.04.2015</i>
<i>No. 32</i>	<i>Need fulfilment in first aid</i>	<i>Contact manager and inform him</i>	<i>As soon as possible</i>	<i>As soon as possible</i>
<i>No. 37</i>	<i>Access road is blocked by traffic jam</i>	<i>Contact manager to close the street</i>	<i>08.04.2015</i>	<i>It depend of time schedule when are the arrivals of trucks</i>

