

## MEMORANDUM

### QUESTION 1

**(30 MARKS)**

1.1 The quantity surveyor is sometimes referred to as the design team's accountant.

Explain the main functions of a quantity surveyor.

(10)

- Do cost planning and advice ✓
- Quantity surveyor issues advice on the approximate cost of the project and monitors the actual cost as the project progresses. ✓
- Prepares tender documents ✓
- measure materials and estimates labour from drawings prepared by the architect and engineers. ✓
- Help with tenders ✓
- Prepare bills of quantities ✓
- Draws up the final accounts after the work has been completed ✓
- Do re-measurements ✓
- Prepare interim valuations ✓
- negotiates rate with contractors on negotiated contracts ✓
- evaluate variation orders ✓
- examines tenders and priced bills of quantities ✓

( ANY TEN)

1.2 Use the standard system and complete the following table in the ANSWER BOOK according to this example:

QUESTION NUMBER	UNIT OF MEASUREMENT	CLAUSE NUMBER
1.2.11	m <sup>3</sup>	6

- 1.2.1 Allow for testing drainage
- 1.2.2 38 mm chromium plated bottle trap
- 1.2.3 13 mm chromium plated pillar tap
- 1.2.4 220 x 220 x 450 mm deep valve box
- 1.2.5 Face brick soldier arches
- 1.2.6 Paint on door frames
- 1.2.7 Face brick reveals
- 1.2.8 Damp – proof course under sills
- 1.2.9 Concrete in threshold

# November 2013 Quantity Surveying Memorandum

**H Kauffman**



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