

THE NAMIBIA COUNCIL FOR ARCHITECTS & QUANTITY SURVEYORS
ASSESSMENT OF PROFESSIONAL COMPETENCY
PAPER 1

THIS PAPER IS FOR ARCHITECTURAL CANDIDATES ONLY

SEPTEMBER 2018

NOTE:

- This Assessment comprises Paper 1 and Paper 2
The overall pass mark required is 75%.
- Paper 1 comprises 50 marks and Paper 2 comprises 50 marks with a combined total of 100 marks.
- This is an open book Assessment and candidates may take into the examination room and use whatever Government Gazettes, Contracts, books and other printed public reference material they wish. If in any doubt, all materials brought into the examination room must be declared prior to the commencement of the Assessment.
- Only mathematical calculators are allowed to be brought into the examination room. Under NO circumstances whatsoever may any other electronic devices such as laptops, cell phones, e-books, PDA's, and the like be brought into the examination room or be allowed to be used.
- **All questions must be answered.**
- All answers must be numbered correctly.
- Give full reasons for your answers with reference to relevant contract clauses if applicable.
- The marks for each question are indicative of the points / items that need to be addressed in answering the questions.
- Time Allowed: 4 hours

PLEASE READ ALL QUESTIONS CAREFULLY

The following will be supplied to Architectural Candidates

- ❖ **Relevant Scale of Fees tables to be used**
- ❖ **Payment Certificate Form to be used**

QUESTION 1

13 Marks

You are the appointed architect for a large residence at Finkenstein. Your client is an important government employee and having heard about the new Namibian General Conditions of Contract, instructs you to draw up the necessary procurement documents using this contract.

Three reputable contractors are invited to submit bids based on the drawings and specifications prepared by the architect. The submitted bids are inclusive off all domestic sub-contractors and there are no contingencies or escalation allowances included. The results of the bids are as follows:

- Best Contractors	N\$ 12,545,000.00 incl VAT
- Superb Contractors	N\$ 11,825,000.00 excl VAT
- AllwaysONtime Contractors	N\$ 12,230,000.00 excl VAT

1.1 Advise your Client on the most suitable tender result and the Contractor who should be appointed. **(2 marks)**

1.2 During the construction the Contractor submits a claim to you for an interim payment. His claim comprises the following:

- Total Value of Work Done to Date	N\$ 2,500,000.00	excl VAT
- Total Value of Materials on Site in respect of cement bricks, building sand, cement, roof sheeting and pressed steel door frames	575,000.00	incl VAT
- Invoices for ceramic floor and wall tiles from Obeco for materials stored at their premises	460,000.00	incl VAT

You are satisfied that the amounts claimed are correct. You have also inspected the tiles stored at Obeco.

Prepare a Payment Certificate using the Form provided.

For purposes hereof assume the following:

- The Client decides to appoint Superb Contractors for the project.
- That retention to be withheld is to be 10% of the amount certified with a maximum of 5% of the contract sum
- That the total amount previously certified (paid) is N\$ 1,230,000.00.

NOTE :

- *Please make the necessary assumptions required in order to complete the Payment Certificate.*
- *The Certificate must be fully completed in all aspects – failure to do so will result in the loss of marks!*
- *It is also necessary to briefly explain your calculations!*

(6 marks)

- 1.3 Using the Contract Sum of Superb Contractors above calculate your fees up to Stage 4. Assume that there are no disbursements yet as you have not yet received the invoice nor are there any travelling costs. You have claimed nothing previously. Which column would you use and why to calculate the fee (5 marks)

QUESTION 2

3 Marks

Note : This is a reference to the 'White' Form of Contract.

- 2.1 Calculate the maximum retention amount based on Superb Contractor's contract sum (1 mark)
- 2.2 Briefly explain the basis of a claim for interest on late payment by the Employer. Is the interest payable subject to VAT or not? (2 marks)

QUESTION 3

34 Marks

Explain to your Client in principle how architectural fees are calculated. Your answer must include reference to:

- 3.1 General explanatory overview (4 marks)
- 3.2 Work stages, applicable percentage charges and briefly the main requirements of each stage in order claim your fee. (15 marks)
- 3.3 Repetition Work (6 marks)
- 3.4 Alterations and Additions (2 marks)
- 3.5 How is the hourly rate for salaried personnel calculated? (3 marks)
- 3.6 State 4 architectural services that qualify for additional fees (4 marks)

TOTAL 50 MARKS

NAME OF CANDIDATE :

INSERT WORD: "INTERIM
"PENULTIMATE" OR "FINAL"

[]

Certificate

Series No. _____

Payment to the Contractor by the Employer

REFERENCE:
CONSULTANT: _____
CLIENT: _____
TO BE PRESENTED BY THE
CONTRACTOR TO THE
EMPLOYER FOR PAYMENT

ARCHITECT'S NAME AND ADDRESS	INSTALMENT NUMBER
	DATE OF ISSUE
	DATE OF VALUATION
CONTRACT SUM	N\$

I, as duly authorised Architect of the Employer certify that in terms of the Contract dated _____
 for work described
 in the contract as _____
 situated at _____
 payment as set out below
 is due by the Employer _____
 of (Address of Employer) _____
 to the Contractor _____
 of (Address of Contractor) _____

VALUATION DETAILS	TOTAL AMOUNT VALUED TO DATE (including the value of work by nominated subcontractors as detailed on the direction related to this certificate)	N\$
	LESS RETENTION WITHHELD TO DATE	N\$
	NET AMOUNT VALUED	N\$
	LESS AMOUNT PREVIOUSLY CERTIFIED (including all previous payment out of the retention fund (if any) but not any such payment from that fund related to this certificate)	N\$
	AMOUNT OF THIS VALUATION	N\$
	ADD VAT	N\$
NOTE THAT THIS ITEM IS TO BE USED ONLY WHEN MONEY IS TO BE RELEASED FROM THE RETENTION FUND	LESS RELEASE FROM RETENTION FUND (if any) AND NOT TO BE PAID BY THIS CERTIFICATE	N\$
	AMOUNT OF THIS CERTIFICATE AND PAYMENT NOW DUE TO THE CONTRACTOR FROM EMPLOYER	N\$

AMOUNT TO BE PAID IN WORDS

and accordingly this certificate is an acknowledgement of debt by the Employer to the Contractor and a promise by the Employer to pay the amount of this certificate to the Contractor, at the Contractor's address as set out above within 7 days of the date of issue of this certificate (unless otherwise stated in the Contract).

SIGNATURE OF ARCHITECT _____ REGISTRATION No. OF ARCHITECT _____

RETENTION FUND DETAILS (for record purposes only)	TOTAL TO DATE	N\$
	LESS PREVIOUS TOTAL	N\$
	PAYMENT INTO/RELEASE FROM RETENTION FUND (which will be certified on a separate document)	N\$

MINIMUM FEES CHARGEABLE



07.2016
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ANNEXURE 1

PERCENTAGE FEES FOR WORKS

Cost of Works (in Namibian Dollars)	Column A Fee for buildings other than simple or complex (in Namibian Dollars)	Column B Fee for simple buildings (in Namibian Dollars)	Column C Fee for complex buildings (in Namibian Dollars)
0 to 440,000	0.00 + 7.50% of cost	0.00 + 6.50% of cost	0.00 + 8.50% of cost
440,001 to 880,000	2,200.00 + 7.00% of cost	2,200.00 + 6.00% of cost	2,200.00 + 8.00% of cost
880,001 to 1,760,000	4,400.00 + 6.75% of cost	4,400.00 + 5.75% of cost	4,400.00 + 7.75% of cost
1,760,001 to 3,520,000	8,800.00 + 6.50% of cost	8,800.00 + 5.50% of cost	8,800.00 + 7.50% of cost
3,520,001 to 7,040,000	17,600.00 + 6.25% of cost	17,600.00 + 5.25% of cost	17,600.00 + 7.25% of cost
7,040,001 to 14,080,000	35,200.00 + 6.00% of cost	35,200.00 + 5.00% of cost	35,200.00 + 7.00% of cost
14,080,001 to 28,160,000	70,400.00 + 5.75% of cost	70,400.00 + 4.75% of cost	70,400.00 + 6.75% of cost
28,160,001 to 56,320,000	140,800.00 + 5.50% of cost	140,800.00 + 4.50% of cost	140,800.00 + 6.50% of cost
56,320,001 to 112,640,000	281,600.00 + 5.25% of cost	281,600.00 + 4.25% of cost	281,600.00 + 6.25% of cost
112,640,001 to 225,280,000	563,200.00 + 5.00% of cost	563,200.00 + 4.00% of cost	563,200.00 + 6.00% of cost
Over 225,280,000	0.00 + 5.25% of cost	0.00 + 4.25% of cost	0.00 + 6.25% of cost

NOTE: These fees are applicable as from 01 October 2003