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	 3.3 Scope of Work3.4 Has It Been Done Before?; 3.5 Changes to the Scope of Work; 3.6 Schedule; 3.7 Compensation; 3.8 Materials; 3.9 Specifications and Drawings; 3.10 As Built Documentation; 3.11 Bid Preparation in General: Alternative Proposals; 3.12 Subcontractors; CHAPTER FOUR. Evaluation; 4.1 Reception and Examination of the Bids; 4.2 The Bid Clarification Meeting; 4.3 Low Bidding; 4.4 Bids Above the Company Estimate; 4.5 Unit Rates for Work Variations; 4.6 General Observations; CHAPTER FIVE. Procedures; 5.1 Client's Procedures; 5.2 Project Coordination Procedures (A Typical Client Issue) 5.3 Contractor's Procedures: The Work ProcedureCHAPTER SIX. Contracts Management; 6.1 The Contract Manager; 6.2 The Contract Engineer; 6.3 The Client's Team; 6.4 Distribution of the Contract; 6.5 Execution; 6.6 Mobilization; 6.7 The Kick-off Meeting; 6.8 Indemnity and Insurance; 6.9 Liquidated Damages; 6.10 Progress Reporting; 6.11 Contractor Scheduling Requirements; 6.12 The Change Order; 6.13 The Negative Change Order; 6.14 The Change Order Closeout Form; 6.15 The Work Order; 6.16 The Amendment; 6.17 The Short Form Contract; 6.18 Completion and Acceptance; 6.19 Mechanical Completion 6.20 Substantial Completion6.21 Standardization; 6.22 Contract Management Policy; 6.23 The Contract; 6.24 Contract Documents; 6.25 Conclusion on Model Contracts and Procedure Standardization; 6.26 Conflict of Interest; 6.27 The Diplomatic Brush-off; CHAPTER SEVEN. Claims; 7.1 Construction Claims; 7.2 A Claim by Any Other Name; 7.3 The Breeding Ground-Source of Claims before Contract Award; 7.4 After Contract Award; 7.5 Types of Construction Claims; 7.6 Claim Review; 7.7 Contractor Tenacity in Claims Promotion; 7.8 Change Order and Claims Meetings 7.9 Contractor's Claims Preparation and Presentation
Sommario/riassunto	In this superb new volume, Edward Whitticks has charted the course for anyone working with contracts anddispute control in oil and gas, one of the most volatile industries in the world. His practical, straightforwardapproach will move you step by step through the process of contractual negotiations, bids and closeouts. Foranyone working in the oil and gas industry today, finding your way through the maze of contract management seems more cutthroat and challenging than ever before. In Construction Contracts, Edward Whitticks dispels the myth that "there has to be a winner and a lose