

GUIDELINES FOR PROJECT PRODUCTIVITY ENHANCEMENT PROPOSAL (PPE)

1. The BCA CCPP® is required to submit a Project Productivity Enhancement Proposal (PPE) to BCA for acceptance in order to qualify for **5 bonus Constructability Points for the specific project** he undertakes. The PPE must be accompanied by a separate undertaking by both the project CCPP and the builder's Approved Person (AP) to implement all past and present proposals stated in the PPE in the specific project.
2. In the PPE, the CCPP shall provide details of the productivity improvement proposals covering Macro and Micro levels for the specific project. The CCPP must also include in the PPE detailed descriptions of all micro level productivity improvement measures implemented for his past projects.
3. Suggested format for PPE

Cover Page

Project Title: _____

Project Reference Number: _____ (*Building Plan Number*)

Submitted by

Name and Signature of BCA CCPP®: _____

BCA CCPP® Number: _____

Company Name: _____

Date: _____

Part 1: Introduction comprising a brief write-up of Project

Part 2: Macro level productivity improvement proposals

Examples:

- *value engineering at design stage*
- *project site organisation*
- *resource coordination/planning*
- *technical coordination before construction*
- *proposal of detailed enhancements or modifications without compromising functional requirements etc.*

Use the following headings as guides in the description of each proposal:

- a. Problem Area
- b. Proposed Solution
- c. Expected Effectiveness of Solution

Part 3: Micro level productivity improvement proposals for current project

*(detailed study of productivity improvement in **2 new key trades** of the project, commencing from delivery of materials on site, through every intermediate*

stage until work completion. Studies can include motion-time study and other optimisation studies, if needed)

Examples of key trades:

- formwork
- concreting
- tiling
- demolition works
- waterproofing works etc.

Use the following headings as guides in the description of each proposal:

New Key Trade 1

- a. Problem Area
- b. Proposed Solution
- c. Expected Effectiveness of Solution

New Key Trade 2

- a. Problem Area
- b. Proposed Solution
- c. Expected Effectiveness of Solution

Part 4: Micro level productivity improvement measures in past projects

Use the following headings as guides in the description of each measure in each project:

Project 1 Title and Building Plan Number

Key Trade 1

- a. Problem Area
- b. Proposal/Implemented Solution
- c. Expected/Measured Effectiveness of Solution

Key Trade 2

- a. Problem Area
- b. Proposal/Implemented Solution
- c. Expected/Measured Effectiveness of Solution

Project 2 Title and Building Plan Number

Key Trade 1

Key Trade 2

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etc.

Part 5: Undertaking by Builder's Approved Person for Implementation of Past and Current Productivity Improvement Proposals in the Current Project

Undertaking by Project Builder's Approved Person

I hereby declare to undertake the following as fulfillment of the requirements for the grant of Bonus Constructability Points for the stated project (Project Reference Number: _____):

- a) The principal CCPP must be engaged full-time for the specified project. The CCPP must not be released without seeking approval from BCA and providing evidence of the attainment of substantive completion of the project. Substantive completion shall generally mean (i) at least 80% completion of activity schedules based on the approved Master Construction Programme or (ii) project has reached 75% in terms of cumulative certified progress payment of the awarded contract;
- b) Implement all previous and current trade-specific productivity improvement proposals by the principal CCPP in the ongoing project.

Name & Signature of Approved Person

Company Name: _____

Date: _____