

CONSTRUCTION PROJECT MANAGEMENT AGREEMENT

THIS AGREEMENT made effective as of the ____ day of _____, _____.

BETWEEN:

[NAME OF MANAGER]
[address]
(the "Manager")

- and -

[NAME OF OWNER(S)]
[address]
(the "Owner")

1. TERM AND NATURE OF SERVICES

The Owner agrees to retain the Manager as an agent for the purpose of rendering services as the Construction Manager regarding the construction of *[set out brief description of construction project]* (the "Project"), for a term to coincide with the duration of the Project as determined by the Owner.

2. DUTIES OF MANAGER

Subject to the direction and control of the Owner, the Manager shall:

- (a) Provide administrative, management and related services to coordinate scheduled activities and responsibilities of the various Contractors with each other and with those of the Manager, the Owner and the Architect to endeavor to manage the Project in accordance with the latest approved estimate of construction cost, the Project schedule and the Contract Documents (as defined in the agreements between the Owner and the Contractors);
- (b) Supervise all aspects of construction while the work is being performed;
- (c) Schedule and coordinate the sequence of construction in accordance with the plans, specifications and the latest approved Project construction schedule;
- (d) Schedule utilities and their installation;
- (e) Report and consult with the Owner for construction decisions;
- (f) Receive bids, prepare bid analysis and make recommendations to the Owner for the Owner's award of contracts or rejection of bids;
- (g) Assist the Owner in obtaining building permits and special permits for permanent improvements, except for permits required to be obtained by the various Contractors;
- (h) Review requests for changes, assist in negotiating Contractor's proposals, submit recommendations to the Owner, and, if they are accepted, prepare appropriate Change Orders;
- (i) Coordinate the sequence of construction and assignment of space in areas where the Contractors are performing work and/or storing materials;