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Viewpoint
Jobpac Connect™

Project Types Available in
Jobpac
Function Guide
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Document Control Table

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Change History

Version	Date	Author	Description of Changes
1.0	31/12/2021	DMB	Initial Release

Project Types Available in Jobpac

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Introduction

Jobpac accommodates a number of different types of Project Contracts. These have different settings in Job Maintenance, and also different processes for Budget setup and Progress Claiming. These Types are:

Contract Type	Description
Lump Sum	A fixed price contract for an agreed scope of works. Any change to the original scope will form a variation to the project.
Schedule of Rates	A contract based on an agreed list of items and the rates associated with each item. The Contract sum can be adjusted by varying the original quantity for an item or by Variations.
Cost Plus	A contract to undertake construction of a project on behalf of the client for a nominated percentage over and above the actual cost of the project. This percentage can be consistent across the entire scope of works, or at varying rates for different components of the project.
Small Order Projects	Small order Projects have revenue directed to Cost Centres instead of the Project itself. For this type of project, there is generally one Cost Type that is used for Revenue.

Property Development jobs is an option, however it should not be used unless a consultant is available that understands the process.

Project Types

Standard Lump Sum Projects

If none of the options for Schedule of Rates, Small order Project, and Cost Plus project are ticked, then the default is a Lump Sum Project.

Lump sum projects generally involve a Contract Value, Contract Margin, and Contract Budget to be entered in Job Maintenance, however it is not mandatory. These can be entered at any time up until the Project Budget is Finalised in Cost Centre Maintenance. Once entered a work breakdown structure is established. Cost Centres are assigned to this structure and the budget can be spread over the cost centres.

Lump Sum Projects can utilise the Earned Budget Facility, but only with options, "Use Cost Code Sub-items", and "Use Cost Centres Only".

These Projects can use the Progress Claim module to establish a Claim Structure.

Cost Plus Projects

Cost Plus Projects need to have 'Is this a Cost Plus Project' ticked. A percentage mark up for transactions can also be entered. These two indicators are carried through to every cost centre created.

These projects operate the same as Lump Sum projects except for the Progress Claiming process. Cost Plus projects have their own Progress Claim process. This is available via the Cost plus menu. This involves preparing a progress claim consisting of all costs applied to the project, i.e. every timesheet, every invoice, every Subcontract payment, every journal.

All the standard processes used in a lump sum project are also used for a cost plus project. i.e. Subcontract, Purchase orders, forecasting via PMW.

If a project is setup NOT marked as Cost Plus, and cost centres created, and then subsequently the project is marked as Cost Plus, the existing cost centres are not automatically marked as Cost Plus. To do this you need to use a Utilities function in the System Admin Menu, called "Set Cost Centres To".

Users should only mark projects as Cost Plus if they are going to use the Cost Plus Progress Claiming process. If they are NOT going to use the Cost Plus Progress Claim, then it should be treated as a standard Lump Sum Project.

Small Order Projects

Small Order Projects need to have 'This is a Small Order Project' ticked in Job Maintenance.

To utilise this function, an overarching small order job is set up. Then there are a number of jobs within this represented by a Cost Code or a small set of cost codes. See Example below:

Cost Centre Revenue Report

Cost Code	Cost Type	Description	Expected Revenue	Current Budget	Expected Margin
		Job : SM01 Small Order Project			
001		**Small Job 1**			
0011	MT	Project Materials	0.00	5,000.00	-5,000.00
0012	LW	Project labour	0.00	4,000.00	-4,000.00
0019	SN	Revenue Job1	12,000.00	0.00	12,000.00
		Total for Small Job 1	12,000.00	9,000.00	3,000.00
002		**Small Job 2**			
0021	MT	Project Materials	0.00	6,000.00	-6,000.00
0022	LW	Project labour	0.00	2,000.00	-2,000.00
0029	SN	Revenue Job1	11,000.00	0.00	11,000.00
		Total for Small Job 2	11,000.00	8,000.00	3,000.00
		Total for Small Order Project	23,000.00	17,000.00	6,000.00

All project types, except Small Order Projects, have revenue directed to a Job Number. Small order Projects have revenue directed to Cost Centres. For this type of project, there is generally one Cost Type that is used for Revenue. Overall management of this is done in the Cost types Validation Screen.

COST TYPES MAINTENANCE

Mode   Modify

Cost Type	LW	LS	MP	MT	MS	PI	PE	ST	SN	SH
Description	Wages	Salaries	Perm.Matrl	Temp.Matrl	Oth.Matrl	Plant-Int.	Plant-Ext.	Trade S/C	Revenue	Hire S/C
AP Transaction Entry	Y	Y	Y	Y	Y	Y	Y	Y	N	Y
Purchase Orders	Y	Y	Y	Y	Y	Y	Y	Y	N	Y
S/C Agreements	Y	N	Y	Y	Y	N	Y	Y	N	Y
Timesheet Entry	L	L	N	N	L	L	N	N	N	N
GL Prompt Cheques	Y	Y	Y	Y	Y	Y	Y	Y	N	Y
Job Journal Entry	Y	Y	Y	Y	Y	Y	Y	Y	N	Y
Accounts Receivable	N	N	Y	N	N	N	N	N	Y	N

Contract Value and overall project budget and margin are not entered in Job Maintenance. These are built up from the Cost Centre budgets and Revenue.

In the Example Cost Type SN is Revenue. Only Accounts Receivable Transactions and Revenue Journals can be processed against this cost type. In Sundry AR Invoice entry, a Job

and cost Centre is entered. This can only be done for Small Order Projects. In General Journal entry, using a Job No only signifies a Revenue Journal. As Small order Jobs have revenue to a Cost Centre, there is a tick box to indicate this. If not ticked it will be treated as cost.

Schedule of Rates Projects

Schedule of Rates Projects need to have 'This is a Schedule of Rates Head Contract' ticked.

For this type of Project, Contract Value and overall project budget and margin are not entered in Job Maintenance. These are built up from the Item Maintenance function, or can be uploaded.

Processing for this type of project is quite different for Standard Lump sum. It has a different:

- Progress Claim function
- Forecasting Function
- Variation Function

Significant additional training is required if a Client wants to use this type of project.

Details are available in the Schedule of Rates Manual.