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Construction Subcontractor Cost Management Solution

Subcontractor certificates need to be reconciled monthly to the actual payments on the accounting package. This ensures that errors are picked up before contract completion. It is vital that construction companies have a solution that enables them to manage the monthly cash flow liabilities of subcontractor retentions. Contra charging subcontractors, for site costs paid for on their behalf by the main contractor, is also an important aspect of subcontractor management.

Whimbrel's custom designed subcontractor software typically covers the following:

- Generates subcontractor certificates
- Records this month's the previous months' and cumulative certificate values
- Calculates retention and quality retention figures
- Manages monthly contra charge costs
- Enables a choice of financial and subcontractor reports
- Keeps track of all subcontractor payments on one system
- Records total subcontractor costs per job
- Records subcontractor costs across all contracts
- Manages subcontractor site instructions
- Automatic Email Alerts
- Customised templates
- Keeps a historical record of all transactions
- Requests customised modules if required

Reports

- Controls subcontractor's claims, retentions and contra charge costs.

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Search
New Sheet

⊞ A - Total Paid, Retention, Contra Charge Report
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File View Options

Reports <<
Site One

Excel
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Read-only Report

Subcontractor	Cert Number	Certificate Date	Month	Year	Claim Amount Ex Vat	Claim Date	Monthly Total To Date	Percent of Total to Date	Percent of Contract Value	Monthly Net Retention	Quantity Monthly Net Retention	Description	Monthly Contra Charge Amount	Total Value	
Subcontractor Four	1	20/10/2016	Oct	2016	211,620.00	20/10/2016	211,620.00	10.00%	10.00%	21,162.00				190,458.00	
Subcontractor Four	2	27/02/2017	Feb	2017	839,806.20	20/01/2017	839,806.20	10.00%	10.00%	83,980.62				755,825.58	
Subcontractor Four	3	28/03/2017	Mar	2017	345,953.00	15/02/2017	345,953.00	10.00%	10.00%	34,595.30				311,357.70	
Subcontractor Four	4	23/05/2017	May	2017	93,200.00	13/04/2017	93,200.00	10.00%	10.00%	9,320.00				83,880.00	
Subcontractor Four	5	13/06/2017	Jun	2017	26,180.00	13/06/2017	26,180.00	10.00%	10.00%	2,618.00				23,562.00	
Subcontractor Four	2	27/02/2017	Feb	2017								Quality and Progress Hold back 10%	105,426.20	-105,426.20	
Subcontractor Four	3	28/03/2017	Mar	2017								Quality and Progress Hold back 10%	139,737.92	-139,737.92	
Subcontractor Four	5	13/06/2017	Jun	2017								Agreed Contra Charge	-95,164.12	95,164.12	
Sub Total							1,516,759.20			151,675.92		Sub Total	150,000.00	1,215,083.28	
Subcontractor One	1	07/06/2016	Jun	2016	18,077.57	07/06/2016	23,285.00	10.00%	10.00%	2,328.50				20,956.50	
Subcontractor One	2	21/06/2016	Jun	2016	11,940.08	21/06/2016	11,637.50	10.00%	10.00%	1,163.75				10,473.75	
Subcontractor One	3	19/07/2016	Jul	2016	19,974.00	19/07/2016	19,974.00	10.00%	10.00%	1,997.40				17,976.60	
Subcontractor One	4	25/04/2017	Apr	2017	8,599.10	10/03/2017	8,599.10	10.00%	10.00%	-5,489.65				14,088.75	
Sub Total							63,495.60					Sub Total		63,495.60	
Subcontractor Three	1	13/07/2016	Jul	2016	13,057.20	15/06/2016	13,057.20	10.00%	10.00%	1,305.72				11,751.48	
Subcontractor Three	2	12/12/2016	Dec	2016	248,871.00	12/10/2016	235,814.00	10.00%	10.00%	23,581.40				212,232.60	
Subcontractor Three	3	25/04/2017	Apr	2017	151,128.80	10/03/2017	151,128.80	10.00%	10.00%	15,112.88				136,015.92	
Subcontractor Three	4	27/06/2017	Jun	2017	74,624.06	29/06/2017	74,624.06	10.00%	10.00%	939.68				73,684.38	
Subcontractor Three	4	27/06/2017	Jun	2017								Agreed Penalties	30,000.00	-30,000.00	
Sub Total							474,624.06			40,939.68		Sub Total	30,000.00	403,684.38	
Subcontractor Two	1	12/09/2016	Sep	2016	181,667.28	15/08/2016	181,667.28							181,667.28	
Subcontractor Two	2	11/10/2016	Oct	2016	321,218.99	11/10/2016	823,995.28	10.00%	10.00%	100,566.26				723,429.02	
Subcontractor Two	3	18/11/2016	Nov	2016	275,639.20	14/10/2016	275,639.20	10.00%	10.00%	27,563.92				248,075.28	
Subcontractor Two	4	12/12/2016	Dec	2016	1,556,418.82	22/11/2016	1,556,418.82	10.00%	10.00%	155,641.88				1,400,776.94	
Subcontractor Two	5	10/10/2017	Oct	2017	344,420.44	10/10/2017	201,238.79	10.00%	10.00%	-283,772.06				485,010.85	
Subcontractor Two	4	12/12/2016	Dec	2016								Quality and Progress hold back	150,000.00	-150,000.00	
Subcontractor Two	5	10/10/2017	Oct	2017								Quality and Progress	300,000.00	-300,000.00	
Subcontractor Two	5	10/10/2017	Oct	2017								Skylight Glass Replacement cost plus 10% admin fee	5,335.00	-5,335.00	
Sub Total							3,038,959.37					Sub Total	455,335.00	2,583,624.37	
Total							5,093,838.23				192,615.60		Total	635,335.00	4,265,887.63

Local | Subcontractor Three | Site One

Warning not live database!

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- Checks monthly subcontractor retention costs and exports all reports to Microsoft Excel.

The screenshot displays a web application interface for subcontractor retention reporting. On the left, a 'SUBCONTRACTOR CERTIFICATE DETAILS' form shows information for contract 2306, including original value, retention released, and contra charges. Below this are sections for 'THIS MONTH CUMULATIVE CERTIFICATE VALUES', 'PREVIOUS MONTHS CUMULATIVE CERTIFICATE VALUES', and 'CURRENT MONTHS CERTIFICATE VALUES'. A 'SUBCONTRACTORS NOTES' section is also present.

The main area shows a 'Read-only Report' table with columns: Cert Number, Certificate Date, Month, Year, Monthly Total To Date, Percent of Total to Date, Percent of Contract Value, Monthly Net Retention, Subcontractor, and Contract. The report lists multiple entries for various subcontractors (Five, Four, One, Six, Three) across different months and years, with a 'Split Total' row for each subcontractor group.

An Excel spreadsheet is overlaid on the report, titled 'Subcontractor Retentions - By Contract'. It contains the same data as the report, with a date report generated on 28/11/2017. The Excel interface shows the standard ribbon (File, Home, Insert, Page Layout, Formulas, Data, Review, View, Add-ins) and the spreadsheet grid with columns A through J.

At the bottom of the web application, there is a status bar indicating 'Local | Subcontractor Two | Site One' and a warning: 'Warning not live database!'.

- Creates subcontractor certificate as a PDF or Microsoft Excel document

File Edit Tools System Help

2306 Search New Sheet

SUBCONTRACTOR CERTIFICATE DETAILS	
Reference Number	Contract
2306	Site One
Original Contract Value	S/C Works
3,234,197.58	Aluminium Windows & doors
Prepared By	Job Status
Kamo	
THIS MONTH CUMULATIVE CERTIFICATE VALUES	
Work Carried Out	Materials On Site
3,241,959.37	
Retention To Date	Retention Released
-323,419.76	323,419.76
Contra Charge	Amount Exc Vat
-455,335.00	2,583,624.37
PREVIOUS MONTHS CUMULATIVE CERTIFICATE VALUES	
Work Carried Out	Materials On Site
2,837,720.58	
Retention To Date	Retention Released
-283,772.06	
Contra Charge	Amount Exc Vat
-150,000.00	2,403,948.52
CURRENT MONTHS CERTIFICATE VALUES	
Work Carried Out	Materials On Site
404,238.79	
Retention To Date	Retention Released
-39,647.70	323,419.76
Contra Charge	Amount Exc Vat
-305,335.00	179,675.85
SUBCONTRACTORS NOTES	

Copy of Subcontractor Certificate.pdf - Adobe Acrobat Reader DC

File Edit View Window Help

Home Tools Copy of Subcontractor... x Sign In

Company Logo

Company Name

SUB-CONTRACTORS MONTHLY CERTIFICATE

SUB-CONTRACTOR Subcontractor Two			
ADDRESS			
TEL			
FAX			
CONTACT PERSON Antony Jones			
CERTIFICATE NO 5	TYPE Domestic		
ORDER NO	S/C WORKS Aluminium Windows & doors		
ORIGINAL CONTRACT VALUE 3,234,197.58	CONTRACT Site One		
PAYMENT DATE 31/10/2017	INVOICE NO		
COSTING MONTH September	VAL DATE 28 November 2017		
Manual Payment Details			
Date	WORK CARRIED OUT	CUMULATIVE	
Amount	MATERIALS ON SITE	This Certificate	Previous Certificate
Approved / Signed By	ESCALATION	3,241,959.37	2,837,720.58
	EXTRAS		404,238.79
	DAYWORKS		
	OTHER		
	TOTAL TO DATE	-203,000.00	-203,000.00
		3,038,659.37	2,837,720.58
			201,238.79
RETENTION DEDUCTED (OF TOTAL TO DATE - 10.00%			
MAXIMUM OF CONTRACT VALUE) 10.00%		-323,419.76	-283,772.06
RETENTION RELEASED		323,419.76	323,419.76
NET RETENTION			-283,772.06
QUALITY RETENTION			283,772.06
CONTRA CHARGES *		-455,335.00	-150,000.00
SUB TOTAL		2,583,624.37	2,403,948.52
V A T @ 14%		361,707.41	336,552.79
TOTALS		2,945,331.78	2,740,501.31
AMOUNT NOW DUE			204,830.47
*DETAILS OF CONTRA CHARGES			
Description	Contra Charge No	Amount	PREPARED BY: David Smith
B/F		-150,000.00	CONTRACTS MANAGER SIGNATURE:
Quality and Progress	2	-300,000.00	ACCOUNTS SIGNATURE:
Skylight Glass Replacement cost	3	-5,335.00	AUTHORISED:
TOTAL		-455,335.00	

The VAT invoice you are required to submit upon collection of monies due is to reflect the above "Current Month" amounts.
If you have already issued a VAT invoice reflecting a different amount due, please credit same and re-issue to reflect the above amounts.

Reports

Contact Person	Antony Jones
Certificate Number	5
Agreement No	
Total To Date	3,038,959.37
Total To Date	2,837,720.58
Total To Date	201,238.79

Navigation

- Example of a customer's application setup and navigation screen. Our system is customised to suit a company's requirements and processes.

File Edit Tools Help Navigate >

Search PO No. Search Process Details

Requisition, Order and Delivery Details

Requisition Number: 10987
Whimbrel Navigation - Antony Jones

Contracts Manager: Antony Jones

Delivery Address: [Blank]

Requisition, Order and Delivery Details

Requisition / Deliveries	Petty Cash	Equipment Hire	Plant Return	Subcontractors	NCR
Site One Site Three Site Two					

Supplier Invoices

Client Invoices and Cash

Hide

Type	Description	GL Link Code	Unit	Allowable Price	Line Number	Quantity	Unit Cost	Discount	Total Cost	
Safety	Full Medical	P&Gs	Each			1.000	3,140.00		3,140.00	
Additional Notes	Supplier Name	Supplier Code	Supplier Contact	Supplier Tele	Yard Transit	VAT Registered	Order Status	Order Number	Delivery Status	Deliveries
plus travelling (for 8 people)	Supplier 1	00001				Order Complete	PO111111			

Module Type	User Name	User Email	Buyers Name	Buyers Email
Requisition	Antony Jones	ajones@construction.com	Antony Jones	ajones@construction.com
GL Material Code	GL Subcontractor Code	GL Accommodation Code	GL Training Code	GL Other Code
P341_MATERIALS	P341_SUBCONTRAC	P341_ACCOMODATI	P341_TRAINING	
Authorise Code				Status
				Remove

Quantity	Unit Cost	Discount	Total Cost	
1.000	1,590.00		1,590.00	
VAT Registered	Order Status	Order Number	Delivery Status	Deliveries
Order Complete	PO111111			
Quantity	Unit Cost	Discount	Total Cost	
1.000	6,280.00		6,280.00	
VAT Registered	Order Status	Order Number	Delivery Status	Deliveries
Order Complete	PO111111			
Quantity	Unit Cost	Discount	Total Cost	
1.000	4,690.00		4,690.00	
VAT Registered	Order Status	Order Number	Delivery Status	Deliveries
Order Complete	PO111111			

Summary

Growing your business requires the right software solutions to ensure good communication between the different software applications. Having a single integrated management information system across your enterprise is a necessity.

Business Analysis

The business analysis must be correct to ensure successful software projects. Whimbrel specialises in identifying business problems while taking into account long term goals.

Whimbrel takes responsibility for identifying changing needs, developing and configuring the software to suit these needs, whilst supporting the business through-out the implementation process.

Change Management

Whimbrel recognises that successful implementation of software solutions can only be achieved through good change management, an emphasis is also placed on improving financial management and control. This ensures that improvements in both productivity and collaboration are achieved.

From the beginning of the project we strive to ensure that all stakeholders are fully engaged. Change is not comfortable for many people; a company's workforce will need both help and an improvement in skills to handle change. The challenge is getting people on board by managing resistance effectively, thereby ensuring the required changes are implemented efficiently.

Leadership and Skills Development

Whimbrel's software services include training and mentoring of key personnel to prepare them for leadership roles within the new software environment.

We will act as a skills development facilitator within the organisation. This includes assisting personnel to develop their core financial and management skills.