

SMM Coding User Manual

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Standard Method of Measurement Libraries

To begin the process you must first have a Standard Method of Measurement Library installed as a job in Candy.

CCS has four Libraries available :-

- 1) UK Civil Engineering Standard Method of Measurement 4
- 2) UK Railway Method of Measurement 2
- 3) UK Standard Method of Measurement for Highway Works
- 4) RSA ASAQS bill format

Contact your supervisor or CCS to obtain the current version of these Libraries or alternatively you can compile your own library.

SMM BILL LAYOUT

It is preferrable to create a SMM Bill layout if you are regularly going to create Bills of Quantities.

To do this, go to the Estimating tab and click on the Blue book (Document Manager) on the toolbar and set up a new document containing the columns as specified below.



Creating the SMM Ordered Bill

Follow these steps to create a Bill where items are to be ordered strictly in accordance with the Method of Measurement:

- 1) Create a new job and set its master to be one of the Libraries referred above.
- In the new job, create a structure of headings with the appropriate levels. The lowest level of the heading <u>must</u> have a Bill code attached to it, otherwise the subsequent steps will not work.

1.	1 :	SM	M Bill o	f Quantities: Page 1					• 🗙
	1	<u>E</u> di	t <u>V</u> iew	<u>T</u> ools		Q Q () () 🗙	ቶ ն 💌 🖯	6 🕜
-			Bill						
·		L	Code	SMM code	Item	Bill description	Unit	Bill quantity	Rate
		1				Harrow Station			~
		2	1000			North Bound Platforms			
	±	2	2000			South Bound Platforms			
	_								
		2	3000			Level Crossing			
									_
						Totals for page 1			×
		<							>
Bill	pa	age:	1	I I of 1 ▶ ▶		Go to page	Workshe	et Calc statu	is 🖒

- 3) Open the master Bill of Quantities. It is easier to open the master with the same layout as the Bill being created. Do this by holding the shift key and clicking on the SMM layout you created in the Blue Book (Document Manager).
- 4) Depending on the screen size, the Candy desktop can be set up as follows:



The document on the right shows the MM library condensed to the lowest level of display. Do this by holding the Shift +Ctrl key together and hitting the space bar.

5) Open one of the sections until the required Bill items are displayed.

MASTE	R: CCS C	ESMM4 Library (Incl RM	M2) (14	4-05-2014)			Г
	Code	SMM code	Item	Rill description	Unit	Bill quantity	ł
+ 2	COUL	OIVIIVI COUC	TR2-TT		Unit	Din quanta	
± 2				CLASS B: GROUND INVESTIGATION			
±2				CLASS C: GEOTECHNICAL AND OTHER S			
±2				CLASS D: DEMOLITION AND SITE CLEAR			
2				CLASS E: EARTHWORKS			
± 3				Excavation by Dredging			
± 3				Excavation for Cuttings			
± 3				Excavation for Foundations			
- 3				General Excavation			
+				T1			
+ 4				lopsoil Material other than topsoil, rock or artifici			
				Material other than topsoli, rock of artifica Doole			
				TIOCK			
		E.04.03.01	185	Maximum depth: not exceeding 0.25m	m³	0	
		E.04.03.02	186	Maximum depth: 0.25-0.5m	m³	0	4
		E.04.03.03	187	Maximum depth: 0.5-1m	m³	0	4
			100				
		E.04.03.04	188	Maximum depth: 1-2m	m³	0	A
		E 04 02 0E	100	Manipum denths 2 Fee		0	
		E.04.03.05	189	Maximum depth: 2-om	m	0	
		E 04 03 06	100	Maximum denth: 5-10m	-m ³	0	A
		E.04.03.00	130	Maximum deput. 5-10m	m		
		F 04.03.07	191	Maximum depth: 10-15m	m ³	0	A
		2.04.00.07		Maximan appart to tom			
*		E.04.03.08	192	Maximum depth: stated exceeding 15	m ^s	0	A
±4				Stated artificial hard material exposed at			
±4				Stated artificial hard material not expose			

6) Drag and drop items from the Library to the job Bill in the usual Candy manner. It does not matter which order they are dropped in the relevant section of your new Bill as all the items will be re-ordered once all the items have been added.

Note in the illustration below the items are in no particular order. Not only are there items from section S and E but they are out of sequence for section E as well.

Also note none of the Method of Measurement headings have been added at this point.

	Construction	on Computer Sot	ftware Ltd - Nev	v Job				- 0	×
Candy Estimating Planning Link & Forecast	Cashflow Valuations Subcontract	Manager Cost 8	Allowables M	aterials <u>D</u> rawings				Version: 2.(01a58
Main Bill Prep Documents Adjudicators Indirects Check&Review Finalisation Beports Advanced Hgusekeeping DeyTools Utilities Sugp									
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- 1.1 SMM Bill of Quantities: Page 1	-		1.1 SMM Bill o	f Quantities			_		1 23
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ва			MASTER: CCS C	CESMM4 Library (Incl RM	M2) (14-05-2014)				_
L Code SMM code Item	Bill description Unit	Bill quantity	▼ L Code	SMM code	ltem	Bill description	Unit	Bill quantity	
			±2		CLASS M	STRUCTURAL METALWORK			^
2 TUUU North Bour	nd Platforms		±2		CLASS O:	TIMBER			
E.04.03.05 A Maximum	n depth: 2-5m m ^a	0	±2 ±2		CLASS P: CLASS Q:	PILES PILING ANCILLIARIES			
S1.01.01.01 B Bottom ba	allast m ^e	0	<u>+2</u>		CLASS R:	ROADS AND PAVINGS			
E.04.03.03 B Maximum	n depth: 0.5-1m m ^a	0			00000				
S1.01.01.03 C Top ballas	st mª	0	3		CLASS S	IT: HAIL TRACK			
E 04 02 04 R Maximum	denth: 1-2m mi	0	_=4		Track fo	undations			-
	ndeput. r-zm		□ 5		Ballas	ing			
S1.01.02.01 C Plain line	: as the work proceeds m	0		S1.01.01.01	1 Botto	m ballast	m ⁸	0	j
E.04.03.02 A Maximum	n depth: 0.25-0.5m m ^e	0		S1.01.01.02	2 Additi	onal depth of stated thickness	m²	0	5
2 2000 South Bour	nd Platforms			91 01 01 02	2 Top b	allast			
2 3000 Level Cross	sing			01.01.01.03					
				\$1.01.01.04	4 Extra	tor : ballast profile with glued ball	m	0	4
				S1.01.01.05	5 Additi	onal depth of stated thickness	m²	0	4
			5		Tampi	ng			
				S1.01.02.01	6 Plain	line : as the work proceeds	m	0	,
				S1.01.02.02	7 Plain	line : on completion	m	C	
			•	\$1.01.02.03	8 Quite	has and crossings : as the work of	Dr.		
				01.01.02.03	o Switc	nes una crossings : as me work p		U	
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Bill page: 1 M ◀ 1 of 1 ▶ M	Go to page Worksheet	Calculate 🕁	Bill page: 19	[4] 4 16 of 23 ▶ ▶]		Go to page Wo	orksheet	Calculate	
						1 2			1

7) To order the Bill in accordance with the MM and to import the MM headings, right click at the top of the SMM Code column and choose the insert SMM Headings item.

	Sort Filter		
	Group by		
a	Find	Ctrl+F	
	Insert SMM headings		8
	Swap documents		۲

This brings up the dialogue box for you to confirm your instruction.

2	Insert SMM headings							
	Order bill items within locations and insert relevant SMM headings?							
	Yes No							

8) Choose "Yes" and your Bill will be re-ordered with the headings inserted in the correct position.

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F 1	Bill Code	SMM code	ltem		Bill description		Unit	Bill quantity	
=,	1000			North Bo	und Platforms				^
		_							
- 3	1000	E		CLASS E: EARTHWORKS					
-4	1000	E.04		Genera	al Excavation				
= 5	1000	E.04.03		Rock					
	1000	E.04.03.02	A	Maxi	mum depth: 0.25-0).5m	m³	0	
	1000	E.04.03.03	в	Maxi	mum depth: 0.5-1r	n	m³	0	
	1000	E.04.03.04	в	Maxi	mum depth: 1-2m		m³	0	
	1000	E.04.03.05	Α	Maxi	mum depth: 2-5m		m³	0	
=3	1000	S1		CLASS S	S1 : RAIL TRACK				
=4	1000	S1.01		Track for	oundations				
= 5	1000	\$1.01.01		Ballas	ting				
	1000	S1.01.01.01	в	Botto	om ballast		m³	0	
	1000	S1.01.01.03	С	Top t	ballast		m³	0	
= 5	1000	\$1.01.02		Tamp	ing				
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9) This process can be repeated as often as necessary, new items can be added to the new Bill and re-ordered at any time. If the MM library is priced the Library pricing codes will be added to the new job and depending on your settings will be immediately priced or auto-priced when required.