

APRIL 2016  
EUROSTAT

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## SURVEY INSTRUCTIONS



COWI



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## Introduction

Welcome to the 2016 Construction Survey.

For the 2016 Construction Survey, eight Bill of Quantities (BQs) are to be priced:

- › Detached house
- › Nordic house
- › Portuguese house
- › Apartment block
- › Office building (updated)
- › Light industrial building
- › Asphalt Road
- › Bridge

The Portuguese house, Nordic house, Apartment block, Office building and Asphalt road are to be priced in full.

The Detached house, Light industrial building and Bridge will be priced by Key Items only.

Apart from revisions to the M&E chapters in the Office Building all BQs will be almost identical to those involved in the 2015 survey.

Out of the five BQs which are to be priced in full, we would like you to price at least four of the five. It is possible to choose either the Nordic house or the Portuguese house (or both). For statistical purposes we strongly suggest that both BQs are priced.

## Timeline

Pricing of the BQs starts on 1 May 2016, and the pricing period is three months. Therefore the data should be sent to Eurostat through eDAMIS by 29 July 2016.

The following table states the timeline for the 2016 survey. The price collection task is activity no. 2.

#	Construction Survey	Who	2016 survey
1	Distribution of the survey material to NSI's	CE	29 Apr 2016
2	Price collection	NSI	May 2016 - Jul 2016
3	Survey data + report (sections 1+2) via eDAMIS	NSI	29 Jul 2016
4	Validation - intra-country/cleaning	NSI, CE	Aug 2016
5	Start of Validation Round 1 (VR1)	ESTAT	1 Sep 2016
6	Finalisation of questions VR1	CE	30 Sep 2016
7	Start of VR2	ESTAT	1 Dec 2016
8	Finalisation of questions VR2	CE	13 Jan 2017
9	Start of VR3	ESTAT	15 Feb 2017
10	Resolving last data issues	NSI, CE	Mar 2017
11	Approval of survey results and closure of validation	NSI, CE	30 Mar 2017
12	Survey report (section 3) via eDAMIS	NSI, CE	28 Apr 2017
13	Use of survey results in aggregated PPP calculations (nowcast)	ESTAT	Jun 2017
14	Evaluation in PPP Working Group	ESTAT, NSI, CE	Nov 2017

It is very important that you finish pricing by the end of July as we need a full set of results from every country to make the first validation meaningful.



## Data collection

When pricing the BQs, we would encourage you to price all items separately and not include multiple costs in one.

The collected data should represent the 2016 average price level. As the survey is carried out between May and July, the June/July price level will probably be sufficiently accurate to represent the annual average.

The BQs priced by Key Items only in the 2016 survey were priced in full in the 2015 survey. Therefore a grossing factor, which calculates the development of the prices from 2015 to 2016 based on the Key Items, will be applied to all unpriced items. The Key Items to be priced will be highlighted and other items will be locked for editing.

In the Excel file, the first sheet is the Project Summary sheet.

Your first action should be to select your country on the Project Summary sheet.

The Project Summary sheet displays an overview of the different BQs and states whether these have been priced correctly. Clicking a project number will take you directly to the corresponding BQ.

If a cell is available for entering data, it has been highlighted with a yellow colour. All cells unlocked for editing are located in two columns on each project BQ: the "2016 Item unit price" / "2016 Key Item unit price" and "Expert's comments". Prices and corresponding comments should be entered here.

Comments or notes should be used in order to clarify the priced item. E.g. if the item is not a standard national item, the national standard should be priced but discrepancies explained just as it should be pointed out if any assumptions were needed in order to price the specific item.

In the survey form, all items that require pricing are initially marked with an "X" in the column **"Items to be priced"**. If an item is priced correctly, the "X" will disappear. If a Key Item is priced correctly a "K" will appear instead of the "X".

The total price is calculated and transferred to the Project Summary sheet only when all items and the architect's fees are priced.

All items including Key Items must be priced and **a zero-value will not be accepted**. The cost of an item must only include the item named and not another item. In case of doubt, your expert can contact the COWI Eurostat Team for discussing a breakdown.

There is no new BQ for the 2016 survey, but Office building chapters have been revised: some descriptions have been updated and a total of 36 new items have been added.

Completed survey form must be returned to Eurostat via eDAMIS (dataset PPP\_CNSTR\_A, reference year 2016).

If prices are changed after submission, changes should be made directly in the Validation Tool and not sent in Excel spreadsheets, due to the importance of having access to the latest figures in the tool for all parties. However we also highly recommend updating your Excel spreadsheet for reference in future surveys.

Pricing notes from previous surveys have been inserted in some BQs and these may assist you when pricing the items.

More detailed pricing guidance is provided in the Pricing Guidelines 2016 document.

## Survey documents

For the 2016 survey, the following documents have been uploaded and can be found on CIRCABC in the 2016 Construction Survey folder at:

<https://circabc.europa.eu/faces/jsp/extension/wai/navigation/container.jsp>

- › Survey form (Construction SF 2016.xls)
- › Survey instructions of the 2016 PPP survey (Survey instructions 2016.docx)
- › Standard report form template (Standard Report Form 2016.doc)
- › Pricing guidelines 2016 – an extract from the Eurostat/OECD Manual on PPP (PPP\_manual\_construction.pdf)
- › The full set of drawings

## Additional queries and support

If you have any queries on the provided information or if further explanation is required, please do not hesitate to contact the COWI Eurostat Team. We will be happy to assist you.

To ensure a timely response, please direct any queries to Kaare Holm Madsen.

We are looking forward to work with you.

Best regards,

The COWI Eurostat Team

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