PROJECT COST CONTROL

Payment Certificates & Valuation Reports

For Project Managers, Architects, Quantity Surveyors & Engineers

Project Cost Control is a web-based system that takes your project and contract details, records the work executed across workgroups by the principal contractor and every nominated or selected subcontractor each month, and produces the complete, correctly formatted certificate document set — ready to issue.

Everything is calculated for you: retention, cost fluctuations, authorised adjustments, materials on and off site, advance payments and recoveries. The output matches the building contract you are working under, right down to the clause references and issue dates.

What it does

- Capture the project, parties, contract sum and contract data once, and reuse saved parties across projects.
- Build up each month's valuation using calculators per workgroup, or import the whole schedule from Excel.
- Certify interim and final payments, with practical and final completion handled correctly.
- Generate, combine and email the full document set as a single secured PDF.

How you work

Single user	Multi user	Project sharing
Manage all of your own projects from one account.	Add staff members and manage projects together as your practice grows.	Share selected projects with team members for full view and edit access.

No software to install, no updates to manage — everything runs in your browser.

Features and benefits

Feature	What it means for you
Contract intelligence	Issue dates, payment due dates, retention rules and clause references adjust automatically to the building contract you select — no manual cross-referencing of the agreement.
Workgroup calculators	Value of work executed, materials on site, materials off site and authorised adjustments are each built up from line items with quantity, unit, rate, % complete and amount complete. Percentage-based units are handled correctly.
Contract Sum calculator	Add provisional sums and prime cost amounts with paired profit and attendance lines. New items propagate automatically into the adjustments and materials calculators, so nothing is left out of the next certificate.
N/S subcontractors & suppliers	Award each nominated or selected subcontract and track contract sum, advance payments, work executed, authorised adjustments, materials on and off site, and the resulting overrun or saving.
Payment Schedule for Import	One editable grid covering every awarded subcontract plus the main contractor, with Excel export and import. Saving the schedule writes the values straight back to the subcontractor records and the calculators.
Interim & final certificates	Practical and final completion are handled properly, with prompts to adjust retention at each stage and the correct certificate type issued.
Recovery statement	Amounts due to the contractor and the employer are captured once and carried through to the payment certificate automatically.
Cover letters	Editable rich-text letter templates for the Principal Agent and Quantity Surveyor, with your own letterhead and footer graphics.
Contract data forms	Long-form contract data captured through a private link, with editable field labels so the wording matches your practice.
Cross-checks & validation	Main contractor totals are checked against the sum of all subcontractor values before a certificate is issued, catching errors before they reach the client.
Package & send	Combine the payment certificate, recovery statement, notifications and valuation report into a single PDF, ready to email to the client.
Secure PDF output	Every document is generated flattened and protected, so issued certificates cannot be altered.
Help desk & FAQs	Built-in help desk with saved question history, plus a searchable FAQ library maintained by the administrators.

Building contracts supported

Select your agreement and the system applies the right certificate format, retention rules, payment periods and clause references.

JBCC Principal Building Agreement	Edition 6.3, 2024 Edition 6.2, 2024 Edition 6.2, 2018 Edition 5, 2007 Edition 4, 2005
JBCC Minor Works Agreement	Edition 5.3, 2024 Edition 5.2, 2024 Edition 5.2, 2018 Edition 4, 2007
JBCC Small & Simple Works Contract	Edition 1.1, June 2024 Edition 1.0, June 2024 Edition 1.0, May 2020
Generic Building Agreement	For contracts without reference to JBCC clause numbers

Documents & reports generated

Cover Letters	Issued by the Quantity Surveyor and the Principal Agent to the client, on your letterhead.
Payment Certificate	Fully computed for the period, in the exact format of the building contract edition selected.
Recovery Statement	Amounts recoverable from the contractor and the employer, carried into the certificate.
Notification Statements	An N6.2 notification for each nominated or selected subcontractor.
Recommendation for Payment	The Quantity Surveyor's recommendation to the employer.
Valuation Report	Full certificate breakdown across all workgroups, including contract value, work to date, adjustments, amount to completion and the value of this certificate after retention.
Payment Schedule (Excel)	Export and re-import the full schedule of subcontract and main contractor values for the current certificate.
Contract Data Form	Complete contract data capture, populated into the printed contract data pages.
Combined Document Package	All of the above merged into a single, numbered PDF for electronic distribution.

Getting started

Register at pcc.e-cloud.co.za

Your first project is free, with full access to every Payment Certificate and Valuation Report feature.

To increase your project allocation, contact the administrators on 010 010 7588.