

# Contracts & Specifications

Tuesday 6-8:50 pm

Professor: Mark Comeau, (860) 885-2387, email MComeau@trcc.comnet.edu

Grading: 4 Quizzes + Sample Spec = 50%, Mid-term Exam = 25%, Final Exam = 25%

Course: This course introduces the student to construction industry documents including project working drawings and the project manual which contains; bidding documents, contract documents, contract conditions and the specifications. Additional documents include cut sheets, shop drawings, manufacturer's specs. and various AIA (American Institute of Architects) documents used in contract administration. Working knowledge is attained through actual execution of the documents. The CSI Format is reviewed at length.

Week 1 Introduction;  
9/02 Overview of the Documents

Week 2 Design Agreements;  
9/09 Owner-Architect B141

Week 3 The Working Drawings;  
9/16 Plan Documents

Week 4 The Working Drawings;  
9/23 Elevation Documents

Week 5 The Working Drawings;  
9/30 Section & Detail Documents

Week 6 The Working Drawings;  
10/07 Schedules, Shop Drawings

Week 7 The Project Manual;  
10/14 Project Manual Bidding Documents  
A701 Instr to Bid, Supplem Instr to Bid

Week 8 The Project Manual;  
10/21 The Contract Documents

Week 9 The Project Manual;  
10/28 The Contract Conditions

Week 10 The Project Manual;  
11/04 The Specifications

Week 11 Project Delivery;  
11/11 Design-Bid-Build, Design-Build & CM

Week 12 Project Administration;  
11/18 "G" Series Documents

Week 13 Thanksgiving Week;  
11/25 ([Site Visit](#))

Week 14 Project Administration;  
12/02 Payment Requisition G702/3 (**In-class**)

Week 15 Project Simulation;  
12/09 Situation Study & Analysis

Week 16 Summary;  
12/16 Review & **Final Exam**

## COURSE REQUIREMENTS:

### Notebook

Students will assemble a notebook, to be made up of handouts distributed at the beginning of each class. A 3" "Slant-ring" notebook with plastic sheet protectors is recommended – this will be a good resource for future reference.

### Spec Section

A sample Specification Section will be due no later than the beginning of the last (14th) week but no sooner than the 11th. More details will be discussed in class.

Update 9/01/08