

CONS 105 Course Outline as of Fall 2022**CATALOG INFORMATION**

Dept and Nbr: CONS 105 Title: CONTRACT DOCS

Full Title: Construction Contract Documents

Last Reviewed: 12:00:00 AM

| Units | | Course Hours per Week | | Nbr of Weeks | Course Hours Total | |
|---------|------|-----------------------|------|--------------|--------------------|-------|
| Maximum | 3.00 | Lecture Scheduled | 2.00 | 17.5 | Lecture Scheduled | 35.00 |
| Minimum | 3.00 | Lab Scheduled | 3.00 | 6 | Lab Scheduled | 52.50 |
| | | Contact DHR | 0 | | Contact DHR | 0 |
| | | Contact Total | 5.00 | | Contact Total | 87.50 |
| | | Non-contact DHR | 0 | | Non-contact DHR | 0 |

Total Out of Class Hours: 70.00

Total Student Learning Hours: 157.50

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

Catalog Description:

In this course students will gain experience working with and understanding the relationship between all the components that constitute typical contract documents for a construction project. Such components include the working drawings, project manual, specifications, contracting requirements, procurement requirements, modifications and addenda, and resource drawings.

Prerequisites/Corequisites:**Recommended Preparation:****Limits on Enrollment:****Schedule of Classes Information:**

Description: In this course students will gain experience working with and understanding the relationship between all the components that constitute typical contract documents for a construction project. Such components include the working drawings, project manual, specifications, contracting requirements, procurement requirements, modifications and addenda, and resource drawings. (Grade Only)

Prerequisites/Corequisites:

Recommended:

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree: **Area** Effective: Inactive:

CSU GE: **Transfer Area** Effective: Inactive:

IGETC: **Transfer Area** Effective: Inactive:

CSU Transfer: Effective: Inactive:

UC Transfer: Effective: Inactive:

CID:

Certificate/Major Applicable:

Certificate Applicable Course

Approval and Dates

Version: 01
Version Created: 12/12/2021
Submitter: Robert Grandmaison
Version Status: Draft New Course (First Version)
Version Status Date: 12/12/2021
Version Term Effective: Fall 2022

Course Created/Approved:
Course Last Modified: 12/20/2021
Course last full review:
Prereq Created/Approved:
Semester Last Taught:
Term Inactive:

COURSE CONTENT

Student Learning Outcomes:

Upon completion of the course, students will be able to:

1. Describe the component requirements needed to compile a complete set of contract documents.
2. Place a material or method specification under its proper place in the proper division.
3. Write a complete specification section for simple operation and material selection.
4. Describe General Conditions of the contract, contractual relationships, public agency, and corporate General Conditions.

Objectives:

In order to achieve these learning outcomes, during the course students will:

1. Assemble and modify specifications including descriptive and performance types.
2. Research the organization of specifications according to the Masterformat system.
3. Relate specification requirements to relevant code requirements.
4. Research, write, and modify existing contract components as typically used in construction.

Topics and Scope:

I. The Contract Document Process Overview

II. Working Drawings

- A. Quantity unit survey review
- B. Drawing graphics, symbols, annotation, and drawing/detail scales
- C. Drawing types, organization, and outline specifications

III. Specifications

- A. General specification references (e.g. Cal-Trans or jurisdictional)
- B. Construction Specifications Institute (CSI) Masterformat standard
 1. CSI divisions
- C. Specification types
 1. The typical parts of a specification
 2. Descriptive specifications
 3. Performance specifications
- D. The project manual
 1. Project manual overview
 2. Invitation and instructions to bidders
 3. Template of agreement and contracts⁷
 4. General requirements
 5. Scheduling
 6. Submittals
 7. Quality control
 8. Close-out process
 9. Field office requirements
 10. Temporary construction requirements
 11. Project close-out
 12. Record documents
 13. Warranties

IV. Contracts

- A. The typical parts of a contract
 1. Full names, addresses, and signatures of both parties
 2. Scope and schedule of work
 3. Project costs, retention, and payment terms
 4. Authority
- B. Types of contracts
 1. Lump sum contract
 2. Not-to-exceed
 3. Industry accepted contract documents
 - a. American Institute of Architects (AIA)
 - b. Associated General Contractors (AGC)
 4. Time and materials contract
 5. Unit costs contract
- C. Significant contract clauses
 1. Liquidated damages
 2. Stop project
 3. Withhold payment
 4. Insurance requirements
 5. Requirements for proper licensure, bonding, permitting and insurance
 6. Unforeseen circumstances and acts-of-god
 7. Change orders
 8. Warranties and guarantees
 9. Mechanic's lien laws
 10. Testing and inspections

11. Dispute resolution: mediation, arbitration, and litigation
 12. Subcontract documents list
 13. Exhibits
 14. Right to cancel
- V. Construction Industry Laws
- A. Construction contract law fundamentals
 - B. Contractor licensing laws
 - C. Mechanic's lien laws
 - D. Labor laws
 - E. Technical specifications

Assignment:

1. Reading assignments (20-50 pages per week)
2. Study question sets (6-12)
3. Quizzes (1-4)
4. Midterm exam
5. Specification assignments (2-10)
6. Contract assignments (2-10)
7. Final exam

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

| | |
|------------------------------|--------------------|
| Specifications and contracts | Writing 5 - 10% |
|------------------------------|--------------------|

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

| | |
|---------------------|-----------------------------|
| Study question sets | Problem solving 30 - 60% |
|---------------------|-----------------------------|

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

| | |
|------|--------------------------------|
| None | Skill Demonstrations 0 - 0% |
|------|--------------------------------|

Exams: All forms of formal testing, other than skill performance exams.

| | |
|-------------------|-------------------|
| Quizzes and exams | Exams 30 - 50% |
|-------------------|-------------------|

Other: Includes any assessment tools that do not logically fit into the above categories.

| | |
|---------------------|---------------------------|
| Class participation | Other Category 5 - 10% |
|---------------------|---------------------------|

Representative Textbooks and Materials:
Instructor prepared materials

OTHER REQUIRED ELEMENTS

STUDENT PREPARATION

| | | |
|-------------------------------------|----|-------------------------------------|
| Matric Assessment Required: | X | Exempt From Assessment |
| Prerequisites-generate description: | NP | No Prerequisite |
| Advisories-generate description: | NA | No Advisory |
| Prereq-provisional: | N | NO |
| Prereq/coreq-registration check: | N | No Prerequisite Rules Exist |
| Requires instructor signature: | N | Instructor's Signature Not Required |

BASIC INFORMATION, HOURS/UNITS & REPEATABILITY

| | | |
|------------------------|------|--|
| Method of instruction: | 02 | Lecture |
| | 04 | Laboratory |
| | 90 | Field Experience / Field Trip |
| Area department: | ENGR | Engineering and Applied Technology |
| Division: | 73 | Science, Technology, Engineering & Mathematics |
| Special topic course: | N | Not a Special Topic Course |
| Program status: | 1 | Certificate Applicable Course |
| Repeatability: | 00 | Two Repeats if Grade was D, F, NC, or NP |
| Repeat group id: | | |

SCHEDULING

| | | |
|------------------------|------|-----------------------------------|
| Audit allowed: | N | Not Auditable |
| Open entry/exit: | N | Not Open Entry/Open Exit |
| Credit by exam: | N | Credit by examination not allowed |
| Budget code: Program: | 0000 | Unrestricted |
| Budget code: Activity: | 0909 | Construction Technology |

OTHER CODES

| | | |
|---------------------------------|--|--|
| Discipline: | Construction Management OR Construction Technology OR Architecture | |
| Basic skills: | N | Not a Basic Skills Course |
| Level below transfer: | A | 1 Level Below the Transferable Level |
| CVU/CVC status: | N | Not Distance Ed |
| Distance Ed Approved: | N | |
| Emergency Distance Ed Approved: | N | None |
| Non-credit category: | Y | Not Applicable, Credit Course |
| Classification: | Y | Career-Technical Education |
| SAM classification: | B | Advanced Occupational |
| TOP code: | 0957.00 | Civil and Construction Management Tech |
| Work-based learning: | N | Does Not Include Work-Based Learning |
| DSPS course: | N | Not a DSPS Course |
| In-service: | N | Not an in-Service Course |
| Lab Tier: | 21 | Credit Lab - Tier 1 |