

THREE RIVERS COMMUNITY COLLEGE  
**CONTRACTS AND SPECIFICATIONS · ARC K221**  
(Tuesday 6:00 – 8:45pm)

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Grading: 2 Quizzes + Sample Spec = 50%, Mid-term Exam = 25%, Final Exam = 25%

Objective: 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.

<u>Week 1</u> 8/31	Introduction; Design to Construction	<u>Week 9</u> 10/26	The Project Manual; The Contract Conditions
<u>Week 2</u> 9/07	Design Agreements; Owner-Architect B141	<u>Week 10</u> 11/02	The Project Manual; The Specifications
<u>Week 3</u> 9/14	The Working Drawings; Plan Documents	<u>Week 11</u> 11/09	Project Delivery; Design-Bid-Build, CM, CA
<u>Week 4</u> 9/21	The Working Drawings; Elevation Documents	<u>Week 12</u> 11/16	Project Administration; “G” Series Documents
<u>Week 5</u> 9/28	The Working Drawings; Section & Detail Documents	<u>Week 13</u> 11/23	Thanksgiving Week; Class Project TBD
<u>Week 6</u> 10/05	The Working Drawings; Schedules, Shop Dwgs., Control	<u>Week 14</u> 11/30	Project Administration; Payment Req. G702/3
<u>Week 7</u> 10/12	The Project Manual; The Bidding Documents	<u>Week 15</u> 12/07	Project Simulation; Situation Study & Analysis
<u>Week 8</u> 10/19	The Project Manual; The Contract Documents <b>Mid-Term Exam</b>	<u>Week 16</u> 12/14	Summary; Review & <b>Final Exam</b>

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.