

CONS 70A Course Outline as of Fall 2012**CATALOG INFORMATION**

Dept and Nbr: CONS 70A Title: INTRO TO PROJ ORG & MGT

Full Title: Introduction to Project Organization and Management

Last Reviewed: 10/8/2018

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	1.50	Lecture Scheduled	1.50	17.5	Lecture Scheduled	26.25
Minimum	1.50	Lab Scheduled	0	8	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	1.50		Contact Total	26.25
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 52.50

Total Student Learning Hours: 78.75

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: CONS 70

Catalog Description:

Introduction to organization and management of construction projects, including principles of contracts, estimating, bidding and scheduling. Project management cycle and responsibilities of participants explained.

Prerequisites/Corequisites:**Recommended Preparation:**

Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:**Schedule of Classes Information:**

Description: Introduction to organization and management of construction projects, including principles of contracts, estimating, bidding and scheduling. Project management cycle and responsibilities of participants explained. (Grade Only)

Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Transfer Credit: CSU;
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:	Transferable	Effective: Fall 1981	Inactive:
UC Transfer:		Effective:	Inactive:

CID:

Certificate/Major Applicable:
Certificate Applicable Course

COURSE CONTENT

Outcomes and Objectives:

The students will:

1. Analyze the construction project cycle.
2. Document the roles of participants in the project process.
3. Describe the responsibilities of the construction manager.
4. Interpret and write a simple contract.
5. Interpret construction documents, including contract general conditions.
6. Correctly utilize construction terminology.

Topics and Scope:

1. Introduction to the design and construction process
 - a. Roles and responsibilities of owner and architect during design
 - b. Roles and responsibilities of owner, contractor, subcontractor, architect and construction manager during construction
 - c. California construction industry organization
 - d. Sustainability issues
2. The construction project cycle
 - a. Overview
 - b. Stages in the process
 - c. Documentation of the process
3. Contract documents: Working drawings, specifications and regulatory authority documentation
 - a. Contents and interpretation
 - b. Retrieving information
 - c. Using working drawings
 - d. Adenda
4. Contracts
 - a. Elements of a contract
 - b. Types of construction contracts: Stipulated sum contracts, cost-plus-fee contracts, unit price

- contracts and contracts with quantities
 - c.General Conditions of a contract
 - d.Supplemental Conditions of a contract
 - e.Subcontracts and supply contracts
- 5. Bonding and insurance
 - a. Types of bonds and insurance
 - b. Owner and contractor responsibilities
- 6. The bid process: competitive and negotiated
 - a. Types of bidding
 - b.Examination of contract documents
 - c.Role of the quantity survey and the estimate
 - d.Preparing for bidding or negotiating
 - e. Bid selection
 - f.Pre-construction planning and scheduling
- 7.Building the project
 - a.Roles and responsibilities of owner, contractor, subcontractor, architect and construction manager
 - b.Types of schedules: time, labor, materials, money
 - c.Site management
 - d.Building inspection
 - e.Project closeout procedures
- 8.Typical Construction Reports
 - a. Change Orders and contract extras
 - b. Construction costs
 - c. Common construction claims and their documentation
- 9. Dispute resolution options
 - a.Arbitration
 - b.Mediation
 - c.Legal actions

Assignment:

- 1. Read 20-30 pages of text per week
- 2. Written homework assignments involving analysis and synthesis of course material (6-10)
- 3. Research and prepare one simple contract
- 4. Research paper (3-5 pages)
- 5. Quizzes (2-3)
- 6.Final exam or final project and presentation

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.

Written homework, research paper, simple contract, final project - if any

Writing
40 - 60%

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

None	Problem solving 0 - 0%
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.	
Exams: Multiple choice, true/false, matching items, completion, may include essay questions	Exams 40 - 60%
Other: Includes any assessment tools that do not logically fit into the above categories.	
Class participation and presentation of final project - if any	Other Category 0 - 20%

Representative Textbooks and Materials:

Dykstra: Construction Project Management: A Complete Introduction; Kirschner Publishing, 2011

Gould, Managing the Construction Process. Prentice Hall, 1997 (classic)

Instructor prepared materials