NYU Tandon School of Engineering
Department of Civil and Urban Engineering

SYLLABUS

CE-UY 2523 CONTRACTS AND CONSTRUCTION DOCUMENTS
Spring 2017

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NYU Tandon School of Engineering
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Office Hours: Tuesday – 2:30 pm to 4:30 pm
Thursday – 2:30 pm to 4:30 pm
Other times by appointment

Class Times: Tuesday – 11:00 am to 12:20 pm
Thursday – 11:00 am to 12:20 pm

Location: RH 505 RH 211

Catalog Description: This course covers the documents used in design and construction, including design and construction agreements, drawings and specifications, general and special conditions and others used for procurement and construction administration. The course also examines the relationships among the owner, designers, contractors and suppliers. Students have the opportunity to discuss quality, safety and business and professional ethics.

Prerequisites: CE 1502 or CE 1002

Course Objectives: Each student shall gain an understanding of construction documents and how they establish relationships among the key parties to projects. Emphasis is placed on interrelationships of drawings, specifications, forms of agreement, and related documents. Various project delivery systems and appropriate forms of agreement are studied to demonstrate different approaches to completing construction projects. Students are expected to acquire a firm understanding of construction documents and their implications for successful projects.

At the conclusion of the course, each student shall acquire an understanding of:

1. The functions and contents of construction documents;
2. Various project delivery systems and document requirements for each;
3. How specifications are composed; and
4. The relationship of construction documents to construction quality.
Textbook (optional, but a good reference):

*Construction Documents and Contracting*
Joseph D. Coleman, ARCH, Ph.D.
Prentice Hall, 2004

Additional readings will be assigned.

**Supplemental Materials:** Drawings and specifications from actual projects will be provided. Contract forms will be made available. Students should have an architect’s and an engineer’s scale.

**Class Attendance:** Attendance is required at all classes, except when excused by the instructor. Each student is responsible for the material covered in class. Class lecture materials may or may not be available on NYU Classes. Each student is responsible for the material covered in class. If you miss a class, you are responsible for obtaining the notes from a fellow student. **Five unexcused absences shall be grounds for an “F” for the course.**

**Class Preparation:** Students are expected to read the assigned materials prior to the class in which they will be discussed. Students are also expected to spend at least six hours per week outside class on readings, homework assignments, projects and preparation for exams. Students are responsible to check daily for announcements, lecture notes, supplemental course materials and assignments on NYU Classes.

**Homework:** Homework assignments will be graded on content, quality of the work, accuracy and presentation. All homework assignments shall be submitted typed on 8½” x 11” paper, in 12 pt. Times New Roman font at one and a half line spacing, with one-inch margins, unless otherwise required or directed for a particular assignment. Assignments due on the day of a class must be submitted before the commencement of the class. Assignments due any other day must be submitted by 5:00 pm that day. All assignments shall be submitted to NYU Classes and in print. **Always keep a copy of your assignments. All sources and references must be appropriately cited.** Failure to turn in an assignment on time without permission of the instructor, or to properly attribute sources of information, will result in a grade of “0” for that assignment. Acceptance of late assignments is subject to the sole discretion of the instructor; if accepted, twenty percent (20%) of the value of the assignment grade may be deducted for each day or part thereof the assignment is late. Academic dishonesty will not be tolerated. Any occurrence of academic dishonesty may result in a grade of “F” for the course and referral to the Dean of Student Affairs, regardless of performance otherwise in the course.

**Grading:** Grades will be based upon exams, quizzes, homework assignments, class participation and attendance. There will be one or more exams during the semester and a final exam. There may be quizzes, which may or may not be announced. Missing a quiz due to lateness or an unexcused absence will result in a grade of “0” for that quiz. (Hint: Be on-time.) Homework assignments may be assigned individually or in groups. Grading will be based upon
the total points accumulated on exams, projects, quizzes and homework assignments. The value of each such performance assessment will be announced. In addition, ten percent (10%) of the final grade will be based upon attendance and class participation.

**Emergencies:** If you will be unable to attend class, turn in an assignment on time or take an exam on the date scheduled due to illness or an emergency, you must contact the instructor prior to the date in question, if possible, or within 24 hours thereafter in the event of an emergency.

**Changes to the Syllabus:** The instructor reserves the right to modify any or all parts of this Syllabus at any time. Changes will be announced in class or on NYU Classes.

**NYU School of Engineering Code of Conduct:** The NYU School of Engineering Code of Conduct shall be deemed to be a part of this Syllabus. It is available at [http://engineering.nyu.edu/files/SACCofC2-2-16.pdf](http://engineering.nyu.edu/files/SACCofC2-2-16.pdf). In the event of any conflict between this Syllabus and the NYU School of Engineering Code of Conduct, the decision of the instructor shall govern.

**Moses Center Statement of Disability:** If you are student with a disability who is requesting accommodations, please contact New York University’s Moses Center for Students with Disabilities (CSD) at 212-998-4980 or mosescsd@nyu.edu. You must be registered with CSD to receive accommodations. Information about the Moses Center can be found at www.nyu.edu/csd. The Moses Center is located at 726 Broadway on the 2nd floor.

**Tentative Weekly Class Schedule:**

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<th>Date</th>
<th>Subject</th>
<th>Text Material</th>
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<tbody>
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<td>Jan 24, 26</td>
<td>The Owner and the Program</td>
<td>Ch. 1</td>
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<td>Jan 31, Feb 2</td>
<td>Design Professionals</td>
<td>Ch. 2</td>
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<td>Feb 7, 9</td>
<td>The Project</td>
<td>Ch. 3</td>
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<tr>
<td>Feb 14, 16</td>
<td>The Architectural Drawings</td>
<td>Ch. 4 &amp; 5</td>
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<td>Feb 21, 23</td>
<td>The Engineering Drawings</td>
<td>Ch. 6</td>
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<tr>
<td>Feb 28, Mar 2</td>
<td>Technical Specifications</td>
<td>Ch. 7</td>
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<tr>
<td>Mar 7, 9</td>
<td>Technical Specifications</td>
<td>Ch. 8</td>
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<td>Mar 13 – 19</td>
<td>Spring Break – No Classes</td>
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<tr>
<td>Mar 21, 23</td>
<td>Technical Specifications</td>
<td>Ch. 9</td>
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<tr>
<td>Mar 28, 30</td>
<td>Bidding and Negotiating</td>
<td>Ch. 10</td>
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<tr>
<td>Apr 4, 6</td>
<td>Professional Service Agreements</td>
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<tr>
<td>Apr 11, 13</td>
<td>Construction Management Services</td>
<td>Ch. 11, 12 &amp; 13</td>
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<td>Apr 18, 20</td>
<td>Contracts for Construction</td>
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<td>Apr 25, 27</td>
<td>Subcontractors and Suppliers</td>
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<td>May 2, 4</td>
<td>Shop Drawings and Submittals</td>
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<tr>
<td>TBD</td>
<td>Final Exam</td>
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