

Construction Contract Administration
CNST 6310

Course Description

This course introduces students to issues regarding administering construction contracts. It focuses on understanding of the purpose of contract documents, legal hierarchy of the documents, the interrelationships among the documents, liabilities accepted with each document, and typical challenges related to communications among the parties involved, establishing chain of commands, warranties, and progress/final payments.

Course Prerequisites

Graduate standing or consent of instructor.

Textbook

Construction Contracts: by Jimmie Hinze, (McGraw Hill – ISBN 0-07-232172-5)

Learning Objectives

Upon the completion of the course students will demonstrate the ability to:

1. Understand contents of contracts documents
2. Recognize the hierarchy and liabilities in contract documents
3. Comprehend common challenges in administering contracts

Schedule of Topics*

Week#	Topic
1	Module 1 – Contract Classifications
2	Module 2 – Formation of Contracts
3	Module 3 - Ending of Contracts
4	Module 4 – Delivery Methods
5	Module 5 – Issues in Contract Administration
6-13	Module 6 – Contract Documents
14	Review of all modules and other course materials
15	Final Exam

Homework Assignments

Late submissions will incur score penalties. Homework submission must be through Blackboard as an attachment to an email.

Quizzes

Quizzes are designed to assist you in understanding the course materials and to provide you with examples of the type of questions that will be on the final exam. A quiz is posted for each module. It is recommended that you take the quiz immediately after you complete each module. You are allowed only one chance to open each quiz. Do not attempt to open a quiz until you are ready to answer the questions and complete the quiz.

Final Exam

Students will be requested to take the final exam on UH campus. However, students residing outside of a reasonable distance from the city of Houston may request to take the final exam at a designated testing facility convenient to their geographical locations. Final Exam is scheduled during week 15. Exact time and location will be announced during the semester. Students must make early arrangements with their employers and others to make sure they do not miss the Final Exam. There will be no makeover exams.

Academic Honesty

The instructor reserves the right to adjust letter grades, upward only, based on individual attendance and class participation if numerical grade warrants such consideration. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from The University. Since dishonesty harms the individual, all students, and the integrity of The University, policies on scholastic dishonesty will be strictly enforced.

Students with Disabilities

University of Houston provides, upon request, appropriate academic adjustments for qualified students with disabilities. Any student with a documented disability (physical or cognitive) who requires academic accommodations should contact the Center for Students with Disabilities (713/743-5400) for more assistance.

Exam Policy

Exams will include material covered in class discussions and homework assignments. The student is responsible for all reading assignments and class handouts whether or not covered in class or listed on the syllabus.

Course/Instructor Evaluation

A course/instructor evaluation will be conducted in class during the last scheduled lecture. Any suggestions you have on improving the course, however, are welcome throughout the term.

UH CAPS Statement

Counseling and Psychological Services (CAPS) can help students who are having difficulties managing stress, adjusting to the demands of a professional program, or feeling sad and hopeless. You can reach CAPS (UH main campus www.uh.edu/caps, or UH Sugar Land campus <http://www.uh.edu/dsaes/uhsugarland/>) by calling 713-743-5454 during and after business hours for routine appointments or if you or someone you know is in crisis. No appointment is necessary for the "Let's Talk" program, a drop-in consultation service at convenient locations and hours around campus.

UH main campus http://www.uh.edu/caps/outreach/lets_talk.html

UH Sugar Land campus <http://www.uh.edu/dsaes/uhsugarland/>

For detailed information about Disabilities, Religious Holy Days, the Academic Calendar, and Academic Honesty, and other information, please visit the UH website:

http://www.uh.edu/provost/stu/stu_syllabsuppl.html