

Construction Organization and Management

Course Description:

Construction Organization and Management is an overview of the construction management process. The roles, responsibilities, and relationships of the Construction Professionals will be reviewed relative to contracts, scheduling, estimating, and administration. The course will also review responsibility for safety, determination of billing rates, and who is responsible for what.

Course Objectives:

- Understand the roles and responsibilities of construction professionals.
- Learn about prime and sub contracts, their conditions, and implications.
- Gain knowledge on scheduling methods, estimating processes, and administrative tasks.
- Develop an understanding of accounting principles relevant to construction.
- Explore the importance of safety plans and regulatory compliance.
- Determine the responsibilities of various construction management roles.

Detailed Course Outline and Schedule:

September 5 - Introduction, Syllabus Review, The Prime Contract

- Overview of course objectives and syllabus.
- Introduction to the prime contract and its significance in construction management.

September 12 - The Prime Contract: General Conditions, Responsibilities, Parties to Contract

- Detailed discussion on the general conditions of the prime contract.
- Understanding the responsibilities and parties involved in the contract.

September 19 - The Sub Contract: Whose Paper, Pros and Cons

- Examination of subcontracts, their benefits, and drawbacks.
- Analysis of different subcontract documents.

September 26 - Scheduling: History, Types of Schedules, Bar/Gantt Chart Scheduling

- History and evolution of scheduling in construction.
- Types of schedules used and introduction to bar/Gantt chart scheduling.

October 3 - Estimating: Estimating Circle, Developing Unit Costs

- Overview of the estimating process and the concept of the estimating circle.
- Techniques for developing unit costs in construction projects.

October 10 - No Class

October 17 - Submittals, Substitutions, and RFI's

- Understanding the processes of submittals, substitutions, and Requests for Information (RFIs).

October 24 - Accounting Overview: Chart of Accounts, Balance Sheet, Income Statement

- Introduction to accounting principles and documents.
- Review of chart of accounts, balance sheets, and income statements.

November 2 - Billing Rate Calculation, Margins and Markups

- Methods for calculating billing rates.
- Understanding margins and markups in construction projects.

November 9 - Safety Plans and Regulatory Compliance

- Importance of safety plans in construction.
- Overview of regulatory compliance requirements.

November 16 - Who is Responsible for What: Project Manager, Superintendent, Project Engineer/Contract Administrator, AR, AP, Payroll

- Defining the responsibilities of key roles in construction management.
- Detailed discussion on the duties of project managers, superintendents, project engineers/contract administrators, accounts receivable (AR), accounts payable (AP), and payroll.

Assessment Methods:

Participation and attendance
Assignments and case studies
No Required Texts and Materials

Instructor Information:

Name: Don Shaw

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Course Schedule:

Weekly classes on Thursdays

Time: 7:00 PM - 10:00 PM

Location: Hyflex, either in person at SSU Stevenson Hall 1300 or online

Additional Notes:

Students are encouraged to participate actively in discussions.

Guest lectures and industry expert sessions may be arranged to provide practical insights into construction management.

By the end of this course, students will have a thorough understanding of construction management principles, enabling them to effectively manage construction projects and responsibilities.