South Central College

CTLS 1800  Construction Contract Documents

Common Course Outline

Course Information

Description  This course covers the concepts relating to Civil Engineering drawings, construction specifications, and legal documents as associated with the industry. (Prerequisite: ENGL 100)

Total Credits  3.00
Total Hours  64.00

Types of Instruction

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<tr>
<th>Instruction Type</th>
<th>Credits/Hours</th>
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<tbody>
<tr>
<td>Lecture</td>
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<tr>
<td>Lab</td>
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Pre/Corequisites

Prerequisite  ENGL 100

Course Competencies

1 Characterize construction contracting methods.
   Learning Objectives
   Identify general contracting methods.
   Describe the forms of contracts.
   Compare different methods of contracting.

2 Identify various types of contracts.
   Learning Objectives
   Identify stipulated-sum contracts.
   Identify cost-plus contracts.
   Identify unit-price contracts.
   Identify contracts with quantities.

3 Identify conditions of the contract.
   Learning Objectives
   Explore liquidated damages.
   Identify penalties and bonuses.
   Explain delays and extensions of contract time.

4 Characterize technical specifications.
   Learning Objectives
Describe how specifications evolved.
Identify the Construction Specification Institute (CSI) divisions.
Use the CSI standards.

5 **Characterize technical plans.**

**Learning Objectives**
Review construction plans.
Summarize symbols, abbreviations, conversions, and scales.
Understand basic technical requirements for plans.
Understand plan organization.

6 **Prepare documents for changes in the contract.**

**Learning Objectives**
Identify information affecting changes in contracts.
Prepare change orders and addendums.
Explain minor changes in the work.

7 **Illustrate the administration of contracts.**

**Learning Objectives**
Identify information for contract administration.
Describe a notice to proceed.
Describe monthly payments.
Understand performance and payment bonds.

8 **Summarize the completion of contracts.**

**Learning Objectives**
Define a punch list.
Describe substantial and final completion.
Describe final payment.

9 **Summarize the EJCAC General Conditions.**

**Learning Objectives**
Recite sections of the General Conditions.
Explain modification techniques of the General Conditions.

10 **Utilize "MnDOT Standard Specifications for Construction."**

**Learning Objectives**
Review "MnDOT Standard Specifications for Construction."
Explain the organizational structure of the MnDOT Spec Book.
Research specification topics using the MnDOT Spec Book.

11 **Describe local government organizations**

**Learning Objectives**
Identify types of city government structures.
Identify county government structures.
Describe options for local government funding.
Attend council meetings.

**SCC Accessibility Statement**

If you have a disability and need accommodations to participate in the course activities, please contact your instructor as soon as possible. This information will be made available in an alternative format, such as Braille, large print, or cassette tape, upon request. If you wish to contact the college ADA Coordinator, call that office at 507-389-7222.

Disabilities page [http://southcentral.edu/academic-policies/disability-rights.html](http://southcentral.edu/academic-policies/disability-rights.html)