**M.E. Rinker, Sr. School of Construction Management**

**UNIVERSITY OF FLORIDA**

**Construction Project Management For Non-Majors**

**COURSE NUMBER: BCN5905 - Special Studies**

**TERM: Fall**

**NUMBER OF CREDIT HOURS**: 2

**CLASS LOCATION: TBD**

**INSTRUCTIONAL METHODS:** The class meets once a week.

**CLASS MEETING TIMES: Tuesdays - One Common Lecture**

**INSTRUCTOR:** Dr. Jim Sullivan

[sullj@ufl.edu](mailto:sullj@ufl.edu)

                                352-256-8599

**OFFICE HOURS:** Before or after class – please confirm prior to meeting

**CONSTRUCTION MANAGEMENT PHILOSOPHY** - “It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better. **The credit belongs to the man who is actually in the arena**, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while daring greatly, so that his place shall never be with those cold and timid souls who neither know victory nor defeat.”  
― Theodore Roosevelt

**COURSE DESCRIPTION:**

This course will provide a fundamental understanding of construction project management as it relates to construction project delivery.  The course will fundamental management, common construction contracts, construction documents and plan reading, construction planning, estimating and cost control, scheduling, quality control and assurance, and sustainability and continuous improvement.

**COURSE OBJECTIVES:**

1. To provide students the common understanding of Construction Management and the different ways projects are organized and managed from schematic design through project turnover. Emphasis on contracts.
2. Understanding of common commercial building types and materials associated with the construction.
3. To provide the students with an overview of construction documents (drawings, specifications, and contracts).
4. Understanding of construction planning from a General Contractors perspective in both terms of risk and profit and insurance.
5. The ability to schedule simple work activities.
6. Basic understanding of the estimating process and target design.
7. The development of both quality assurance and quality control requirements.
8. Overview of sustainable concepts and concepts of continuous improvement.

**PREREQUISITE KNOWLEDGE AND SKILLS:**

* Graduate standing the College of Design, Construction, and Planning, as well as graduate Engineering and Real Estate programs.

**ATTENDANCE POLICY:**

Attendance and participation in the class activities are required. Attendance and participation grade will be computed in proportion to the number of presences on the days the rolls were taken and participation on a given topic in the class forum*.* Requirements for class attendance and make-up quizzes, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

**COURSE EVALUATION**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

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| UF POLICIES: |

**UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES:**

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<https://disability.ufl.edu/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive; therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

**UNIVERSITY POLICY ON ACADEMIC MISCONDUCT:**

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/> . Although joint work on assignments may be acceptable in some cases, duplication of an assignment, both manually or by computer will be considered an act of academic dishonesty and dealt with accordingly. On all work submitted for credit by students at the university, the following pledge is either required or implied**: "On my honor, I have neither given nor received unauthorized aid in doing this assignment.**"

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| GETTING HELP: |

For issues with technical difficulties for E-learning in Canvas, please contact the UF Help Desk:

* [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu)
* (352) 392-HELP - select option 2
* <https://lss.at.ufl.edu/help.shtml>

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| GRADING POLICIES: | | |
|  | Assignment | Percentage |
|  | Module Assignments A1-A8 (8 total@10% each) | 30% |
|  | Course Project – General Condition Budget / Risk Analysis | 60% |
|  | Attendance and Participation | 10% |
|  | Total | 100% |

**GRADING SCALE:**

Grades will be computed according to the following scale:

A=93-100; A- =90-92.9; B+ =87-89.9; B=83-86.9; B- =80-82.9; C+ = 77-79.9; C=73-76.9; C-

=70-72.9; D+ =67-69.9; D=63-66.9; D- =60-62.9; E<60.

* Attendance grade will be computed in proportion to the number of presences on the days the rolls were taken and participation grade is based on responding to a given discussion topic in the class forum.
* At the end of each module an individual assignment will be given that covers topics that were discussed in that module. Specific evaluation criteria will be provided with each assignment.
* A final group project will be assigned that requires application of topics learned.

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| COURSE SCHEDULE: |

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| **Module** | **Topic** | **Class Content** |
| Module 1 | Construction Management / Contracts | Roles and responsibilities as well as project delivery methods.  Bartholomew – Chapters 1 – 6 |
| Module 2 | Common Building Insurance Types and Techniques | Develop a clear understanding of market sectors, experience factors, codes, and commercial building types.  Review Insurance  Bartholomew – Chapters 8 - 13 |
| Module 3 | Construction Documents and Plan Reading | Plans, specifications, and contracts.  What do they tell you and what do they not. |
| Module 4 | Construction Planning, Changes, Controls, Risk, and Profit | Understanding the risk / reward of building.  Understanding project controls and Key Performance Indicators.  Bartholomew – Chapters 14 – 19, 21, 23 |
| Module 5 | Simple Scheduling and Productivity | Basic Work Book Structure (WBS) and basic Critical Path Methodology |
| Module 6 | Estimating and Target Value Design | Developing a complete Bid Package.  R.S. Means / CSI |
| Module 7 | Quality Assurance / Quality Control | You get what you pay for and what you control.  The holy grail of construction. |
| Module 8 | Sustainability and Continuous Improvement | Sustainability applications in the US market and the concept of continuous improvement in the construction industry.  It’s pretty easy being green. |

*Disclaimer: This syllabus represents the current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.*

**Reading Materials:**

1. *Optional Text Book: Bartholomew, Stuart H., Construction contracting, business and legal principles (2nd edition or newer if available).*
   * *ISBN 0-13-091055-4*
   * [*https://pressbooks.lib.vt.edu/constructioncontracting/*](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fpressbooks.lib.vt.edu%2Fconstructioncontracting%2F&data=05%7C01%7Csullj%40ufl.edu%7Cb4c7df8da2ae4a1b658b08db7e3ead50%7C0d4da0f84a314d76ace60a62331e1b84%7C0%7C0%7C638242579887758465%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=St6gPwAKKfw94J7oWcQz7Ddek9Lx2ZUcb9XlGaWQD%2BQ%3D&reserved=0)

*To be assigned*