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This book offers comprehensive, authoritative coverage of best practices for effective construction product representation. Readers will find complete guidance on how to prepare and use documents, how to choose the appropriate products for a given project, and what role to play in the construction process and in an Integrated Product Delivery (IPD) workflow. A must-have resource for anyone studying for the Certified Construction Product Representative (CCPR) Exam, the book also features a companion website with a PDF file of the book as well as CSI format documents, such as Unifomat and Sectionformat/Pageformat. A MUST-HAVE, PRACTICAL GUIDE THAT CONNECTS SCHEDULING AND CONSTRUCTION PROJECT MANAGEMENT In A Contractor's Guide to Planning, Scheduling, and Control, an experienced construction professional delivers a unique and effective approach to the planning and scheduling responsibilities of a construction project manager, superintendent, or jobsite scheduler. The author describes the complete scheduling cycle, from preconstruction and scheduling through controls and closeout, from the perspective of real-world general contractors and scheduling professionals. Filled with tools and strategies that actually help contractors build projects, and light on academic jargon and terminology that's not used in the field, the book includes examples of real craft workers and subcontractors, like electricians, carpenters, and drywallers, to highlight the concepts discussed within. Finally, an extensive appendix rounds out the book with references to additional resources for the reader. This comprehensive guide includes: Thorough introductions to construction contracting, lean construction planning, subcontractor management, and more A comprehensive exploration of a commercial case study that's considered in each chapter, connecting critical topics with a consistent through line End-of-chapter review questions and applied exercises Access to a companion website that includes additional resources and, for instructors, solutions, additional case studies, sample estimates, and sample schedules Perfect for upper-level

undergraduate students in construction management and construction engineering programs, *A Contractor's Guide to Planning, Scheduling, and Control* is also an irreplaceable reference for general contractors and construction project management professionals. The essential guide to beginning your career in architecture *The Architecture Student's Handbook of Professional Practice* opens the door to the vast body of knowledge required to effectively manage architectural projects and practice. A professional architect is responsible for much more than design; this book is specifically designed to help prepare you for the business and administrative challenges of working in the real-world—whether you are a student or are just starting out in practice. It provides clear insight into the legal, financial, marketing, management, and administrative tasks and issues that are integral to keeping a firm running. This new edition has been restructured to be a companion textbook for students undertaking architectural practice classes, while also fulfilling the specific knowledge needs of interns and emerging professionals. It supplements information from the professional handbook with new content aimed at those setting out in the architectural profession and starting to navigate their careers. New topics covered in this new edition include: path to licensure, firm identity, professional development, strategic planning, and integrated project delivery. Whether you want to work at a top firm, strike out on your own, or start the next up-and-coming team, the business of architecture is a critical factor in your success. This book brings the fundamentals together to give you a one-stop resource for learning the reality of architectural practice. Learn the architect's legal and ethical responsibilities Understand the processes of starting and running your own firm Develop, manage, and deliver projects on time and on budget Become familiar with standard industry agreements and contracts Few architects were drawn to the profession by dreams of writing agreements and negotiating contracts, but those who excel at these everyday essential tasks impact their practice in innumerable ways. *The Architecture Student's Handbook of Professional Practice* provides access to the "nuts and bolts" that keep a firm alive, stable, and financially sound. The procedures in this manual distill six years of learning about the most efficient acquisition and construction methods in this country for high volume production of housing affordable to low-income people. The people in the Rehab Work Group at The Enterprise Foundation have gathered this information first-hand and conveyed it in training workshops on production management throughout the country. Over 2000 participants in the workshops have included rehab specialists from city housing departments, construction managers of single and multifamily rehab projects, program managers from both nonprofit housing development organizations and city rehab departments, as well as students in colleges and universities. They are becoming the backbone of a new cadre of effective producers of affordable housing. In the 30 cities and several rural areas where we have both learned and applied these production management techniques, they have resulted in savings of 5, 10, even 25 percent of the cost of housing development. The Enterprise Foundation is a national, nonprofit organization that my wife Patty and I launched in 1982. The Foundation's mission is to see that all very low-income Americans have the opportunity for fit and affordable housing within a generation, and work their way up and out of poverty into the main stream of American life. Get the must-have reference on construction contract administration -- and the essential study aid for the Certified Construction Contract Administrator (CCCA) Exam. *The CSI Construction Contract Administration Practice Guide*: Takes an in-depth look at standard contract documents and their successful use in construction projects. Provides expert commentary on various standard forms and their use in documenting design decisions made during project construction and providing for clear project communications. Discusses the roles and responsibilities of all parties to construction agreements and their effective management. Packaged with the book is an access code which provides access to a password-protected Web site with bonus content, including a PDF of the printed book and copies of CSI format documents, such as UniFormat and SectionFormat/PageFormat. This easy-to-follow guide offers invaluable tips all construction professionals can immediately put to use for improving the overall skill and efficiency of document preparation that accurately conveys stated goals, ensuring that all interested individuals receive fair representation throughout the entire construction process. Part of the CSI Practice Guides, a library of comprehensive

references specifically and carefully designed for the construction professional. Each book examines important concepts and best practices integral to a particular aspect of the building process. Number of Exhibits: 10 This is the leading reference on the organization, preparation, and use of construction information and the only one to cover the construction process from planning and design to construction administration. It details the basic practices involved in project delivery systems, cost estimating, construction documents, and code appliance. This new edition expands that scope to include information on project conception and project representation., This material, combined with a full complement of documents, contracts, and forms, makes this the single most comprehensive practice reference in the construction industry. To help you successfully prepare for and pass the examination for certified General, Builder, and Residential Contractor. This fully revised second edition shows on-site inspectors what to examine in the construction of office buildings, dams, bridges, and other structures. Includes updates to standards, regulations, specifications and contracts; new chapters on plumbing, HVAC and fire protection systems and current bridge inspection procedures. 175 illus. Green Construction is a specialized and skilled profession, and the author has extensive experience in this field. With this in mind, the reference is designed to provide practical guidelines and essential insights in preparing competent and professional looking ?Project Analysis Reports? and ?Project Status Reports?. The book also provides numerous tips on how to phrase the language of reports in a manner that is articulate and clearly understood by Real Estate Lenders and investors, as well as being an indispensable companion for both information and stimulus. Written in a conversational manner, this book will clarify the nuts and bolts of green construction, finance, and cost monitoring? as a profession, and will outline the many attributes required to being successful in this field. Moreover, it will scrutinize the mechanics of organizing monthly meetings, contractor payment certifications, budgets, change orders, construction schedules, code compliance, waivers of lean, and much more. Drawing on over 30 years of personal experience across the world - both as an employee and as an employer, the reader will learn how to plan and implement sound business strategies and form alliances in a global context. The book also offers important information and penetrating insights into the process of setting up and working as a due-diligence consultant. In a clear, practical style, it will be explained how to identify opportunities for business development and how to maximize return. It will also articulate how to meet new challenges as well as avoid many of the pitfalls along the way. For the individual professional, this guide provides useful information and tips to help secure a high paying professional position. The book will include amongst other things, up-to-date information on hundreds of useful contacts. Topics covered in this guide include: types of services offered, the consultant's role on the construction loan team, what the lender needs to know, and marketing techniques. The guide will also include a comprehensive appendix that will contain numerous sample letters (e.g. for marketing and certification), building loan agreements, AIA forms, lender/consultant agreement, closeout documents and much more. Likewise included will be an extensive list of useful references from a variety of resources, and much more. Indeed, this handbook will be the most detailed & comprehensive program on the market. It meets all the criteria of a major work and will provide vital and absorbing reading. Provides a detailed blueprint of how to conduct monthly meetings, investigations, understand typical client/consultant agreements, analyze contractor requisitions Includes sample letters, reports, forms and agreements for easy reference. Practical guidelines for preparing Property Analysis and Property Status Reports Includes a glossary of important terms, abbreviations and acronyms The newly updated Fourth Edition of CONSTRUCTION JOBSITE MANAGEMENT examines all facets of construction project management from the contractor's point of view. The responsibilities of project managers, construction superintendents, and construction engineers are covered in depth, from configuring a project team through closing out a project. The text maintains a strong focus on jobsite personnel activities, outlining proven procedures and offering helpful techniques to manage projects effectively from start to finish. Clear, concise language and accurate, relevant detail make this book an essential introduction to the real world of construction jobsite management. Important Notice: Media content referenced within the product description or the product text may not be

available in the ebook version. DESIGN and PLANNING of Research and Clinical LABORATORY FACILITIES In this primer/professional reference, Leonard Mayer demystifies one of the most complex architectural specialties. An architect with more than thirty-three years' experience as a master planner and programmer of laboratories and clinical facilities, Mr. Mayer offers a comprehensive overview of the fundamental issues related to laboratory planning and design. He also provides designers with a clear and rational framework through which to approach this highly challenging and rewarding design specialty. A superb learning tool for students and professionals just getting started in lab design and a valuable one-volume reference for the experienced professional, Design and Planning of Research and Clinical Laboratory Facilities features:

- * Step-by-step guidance through the complex maze of codes, specifications, standards, and official guidelines, relating to the planning, design, and construction processes
- * New and updated design criteria based on the most recent laws and regulations
- * Master plans, facility programs, functional programs and requirements programs for a wide variety of scientific and medical disciplines and support facilities
- * Comprehensive lists of relevant codes, regulations, standards, guidelines, and important architectural, structural, mechanical, electrical, and plumbing criteria

Research and clinical laboratory facilities are, perhaps, the most complex structures to plan and design. Intimidated by a vast and seemingly impenetrable body of codes, regulations, and design criteria pertaining to lab design and construction, many architects, unfortunately, choose to avoid what can be one of the most profitable and professionally rewarding areas of specialization. Written by an architect with more than thirty-three years of experience as a master planner and programmer of laboratories and clinical facilities, this book demystifies the process of laboratory planning and design. It provides a comprehensive overview of the fundamental issues related to laboratory design and offers readers detailed, step-by-step guidance through the complex maze of design specifications and codes, standards, and official guidelines that must be addressed during the programming, planning, design, and construction process. Focusing mainly on laboratory programming, planning, and design criteria for "wet" laboratory environments, Leonard Mayer provides examples from numerous master plans, facility programs, functional programs and requirements programs applicable to a wide variety of scientific and medical disciplines, and related facilities. Related functions and activities include administrative offices, computer centers, core service and support, building services facilities, and more. He presents new and updated design criteria based on recent laws and regulations and supplies readers with comprehensive lists of relevant codes, regulations, standards, guidelines, and architectural, structural, mechanical, electrical, and plumbing criteria. Design and Planning of Research and Clinical Laboratory Facilities is an excellent primer for architecture students and newcomers to the field, as well as an indispensable single-volume reference for experienced professionals. It is also an invaluable resource for researchers and investigators, facility planners and managers, plant engineers, and all others involved with the design, construction, maintenance, and administration of laboratory facilities. "This updated resource covers all aspects of architectural practice, featuring: new material of sustainable design, managing multiple offices, lifelong learning, mentoring, and team building; revised content on programming, project management, construction contract administration, risk management, and ethics; and coverage of small firm considerations as well as emerging issues such as integrated practice and integrated project delivery."--Jacket. Provides a framework for understanding of the legal, contractual and procedural implication of architectural practice. The book acts as a useful aide-memoire for students and practitioners based on the premise that smooth legal administration will provide the conditions under which client relations can be constructive and good design can be achieved. Fundamentals of Building Construction Materials and Methods Second Edition Edward Allen This remarkably complete introduction to the art of building sets the materials and building systems in an historical context. This unique evolutionary approach to building construction includes a description of how materials are obtained and processed, an outline of the people and organizations who work with each material, their tools and working methods, and the role of one building system in relation to others. Chapters include a listing of key terms and concepts useful in enlarging a technical vocabulary,

review questions that underscore key concepts, and exercises that apply lessons to real-life situations. 1990 (0 471-50911-6) 803 pp. Understanding Infrastructure A Guide for Architects and Planners George Rainer This landmark reference--written for concerned professionals--describes the basic mechanisms essential to city function. Each element of infrastructure is discussed--from water supply, sewers and storm drainage, solid and hazardous wastes, energy, telecommunication, streets, bridges, to water-front infrastructure, rail/transit and aviation, buses, and parks--and set in a context familiar to the design professional. Includes an extensive discussion of standard and innovative solutions as well as relevant environmental, legal, and economic considerations. 1990 (0 471-50546-3) 278 pp. Construction Specifications Writing Principles and Procedures Third Edition Harold J. Rosen and Tom Heineman The classic guide to the principles and practice of specifications writing has been fully updated to reflect the latest AIA and CSI standards, the newest computer applications to spec writing, and the linkage of key databases to specifications. Retaining the format of its successful predecessors, this Third Edition outlines the basic principles, concepts and uses of specifications, showing how they relate to contract documents developed by the architect and engineer. Specific guidelines include methods for establishing the scope and general requirements of the project specification, evaluating and specifying building materials, and writing specifications that conform to industry standards in style and format. 1990 (0 471-61892-6) 286 pp. Includes Part 1, Number 2: Books and Pamphlets, Including Serials and Contributions to Periodicals July - December) 119074 Handbook of Green Building Design and Construction: LEED, BREEAM, and Green Globes, Second Edition directly addresses the needs of building professionals interested in the evolving principles, strategies, and concepts of green/sustainable design. Written in an easy to understand style, the book is updated to reflect new standards to LEED. In addition, readers will find sections that cover the new standards to BREEAM that involve new construction Infrastructure, data centers, warehouses, and existing buildings. Provides vital information and penetrating insights into three of the top Green Building Codes and Standards applied Internationally Includes the latest updates for complying with LEED v4 Practices and BREEAM Presents case studies that draws on over 35 years of personal experience from across the world Design administrators serve a dual role: while acting as office managers, they must also become a liaison between the designers and client, as well as the consultants on projects. This professional practice book is written for both large and small design firms, with chapters devoted to all aspects of design administration, from project management and marketing, to human resources and accounting. Construction Superintendents: Essential Skills for the Next Generation is the first college-level textbook designed to prepare you to take on a site supervisor role on a complex jobsite. The book covers the responsibilities of superintendents in relation to the jobsite project management team, the project owners, designers, and municipal services. The book outlines the development of the superintendent and his or her role and responsibilities in twenty-first century construction projects. Using examples and case studies of cutting-edge jobsite practices from the use of computer applications to leadership and capital development, this book lays out all the functions of a modern site superintendent in an easy-to-understand format. The book includes: coverage of the full spectrum of tasks and skills required from the pre-construction phase, through start-up, operation and close-out, plus advanced topics for those serious about leading the field real-world case studies, forms, and documentation stored on a companion website chapter summaries, review questions, and exercises to aid both teaching and learning. This book fills in the long-standing need for an academic textbook designed as an applied instructional resource suitable for university and college students enrolled in construction management and construction engineering programmes. By the year 2000, an estimated \$180 billion will be spent annually on residential renovations. Here, architect Greg Gibson guides homeowners through the renovation process, showing them how they can manage the process as informed participants. For everything from a small add-on to a complete home renovation, this is the homeowner's guide to staying in control of the project from beginning to end. Photos. Number of Exhibits: 14 Updated edition of the comprehensive rulebook to the specifier's craft With this latest update, Construction Specifications Writing, Sixth Edition

continues to claim distinction as the foremost text on construction specifications. This mainstay in the field offers comprehensive, practical, and professional guidance to understanding the purposes and processes for preparation of construction specifications. This new edition uses real-world document examples that reflect current writing practices shaped by the well-established principles and requirements of major professional associations, including the American Institute of Architects (AIA), the Engineers Joint Contract Documents Committee (EJCDC), and the Construction Specifications Institute (CSI). Also included are guidelines for correct terminology, product selection, organization of specifications according to recognized CSI formats, and practical techniques for document production. Fully revised throughout, this Sixth Edition includes: Updates to MasterFormat 2004, as well as SectionFormat/PageFormat 2007 and Unifomat End-of-chapter questions and specification-writing exercises Samples of the newly updated construction documents from the AIA New chapter on sustainable design and specifications for LEED projects Updated information on the role of specifications in Building Information Modeling (BIM) This book provides 101 real-life construction management case studies from an author with over 40 years' experience in the construction industry and as a lecturer in construction management. Over 14 chapters, Len Holm has included case studies from real jobsites that cover organization, procurement, estimating, scheduling, subcontractors, communications, quality and cost control, change orders, claims and disputes, safety, and close-outs. Other hot topics covered include BIM, sustainability, and lean. Each case is written in straightforward language and designed to test the reader's independent and critical thinking skills to develop their real-world problem-solving ability. The cases are open to interpretation, and students will need to develop their own opinions of what's presented to them in order to reach a satisfactory solution. The cases are ideal for use in the classroom or flipped classroom, for individual or group exercises, and to encourage research, writing, and presenting skills in all manner of applied construction management situations. Such a broad and useful selection of cases studies cannot be found anywhere else. While there is often no "right" answer, the author has provided model solutions to instructors through the online eResource.

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