Construction Documents

THE LEGAL DOCUMENTS
During the Construction Document Phase, StructureTec prepares documents which will be used to obtain bid prices or negotiate a contract. These documents become legally binding between the owner and the contractor. They describe the work, rights, duties, and responsibilities of all parties. This phase usually follows the Design Development Phase.

COMPONENTS
The Construction Documents contain contract forms, conditions of the contract, specifications, and drawings. Bidding requirements are also produced during this phase. Stringent contractor qualifications are delineated, ensuring that only contractors with a proven track record will be prequalified to bid. These requirements are a part of the Bidding Documents. During the Bidding Phase, addenda may be issued which also become a part of the Construction Documents. The final additions come during the Construction Phase with modifications, the final components included in the legal Construction Documents.

CONTRACT AND CONDITIONS
The first item included in Construction Documents is the contract. This is an agreement between the parties and is the actual legal instrument binding the parties together. Standard forms, in particular those produced by the American Institute of Architects (AIA), are often used. Specialized forms can also be used where dictated by a client’s legal requirements. Any bonds required for the project, including bid or performance bonds, also become part of the contract. The conditions of the contract establish a basic delineation of the terms of the contract and can also utilize standard forms. Usually, a set of standardized general conditions are expanded and modified by additional supplemental conditions, which are project specific.

SPECIFICATIONS
The specifications then form the foundation upon which the contract is based. It is very important that the drawings and specifications are complementary. The actual specifications define the qualitative requirements for products, materials, and workmanship. They also provide the administrative procedures for both the owner and the contractor.

FOUR METHODS OF SPECIFYING
There are four basic methods of specifying. The descriptive method defines exact properties of materials and methods of installation without...
using proprietary names. The performance method gives the desired end result, gives criteria for verifying compliance, and does not limit methods for achieving required results. The third method is reference standards, which incorporates established criteria published by trade association, government, and institutional organizations. The final method is proprietary, which identifies the product by the manufacturer’s name, brand name, model number, type designation, or other unique characteristics.

StructureTec generally utilizes the methods which achieve the greatest benefit for our client. Performance criteria are usually integrated into the description. Reference standards are utilized where appropriate, and StructureTec establishes requirements which exceed the manufacturer’s standards. Proprietary names are used only very selectively and only when there are also multiple resources listed.

CSI FORMAT
StructureTec utilizes the format established by the Construction Specification Institute (CSI), which is the leader in the construction industry. Our specifiers are certified by this organization in order to ensure that their exacting standards are maintained. There are four important writing concepts which StructureTec incorporates into all of our specifications: be clear, be correct, be complete, and be concise.

Using the CSI format, sixteen divisions are employed to delineate the different building components or materials. These divisions are then divided into three-part sections which include General, Products, and Execution. The general section includes specific requirements related to procedures and administration of the section. The products section gives information about the systems, materials, components, accessories, mixes, fabrication, etc. prior to installation. The execution section involves basic on-site labor and provisions for incorporating products in the project. These then form the basic framework for the specifications.

CONCLUSION
Detailed, legal Construction Documents are invaluable to an owner. They establish the rules and criteria for the project and provide documentation of project requirements, thus ensuring the maximum benefit to the client.