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"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.

By their very nature, construction projects can create seemingly endless opportunities for conflict. Written by a best-selling author with over 40 years of experiences in the construction and general contracting business, Construction Process Planning and Management provides you with the necessary tools to save time and money on your construction project. In this book, Sid Levy provides valuable advice for avoiding or working through the common problems that are a result of the long-term nature of construction projects, failure to select a 'project delivery system' appropriate to the project, incomplete drawing and specifications, unrealistic scheduling, poor communication and coordination among participants, and inadequate contract administration. From project genesis, through design development to contractor and contract selection, on to construction oversight, punch list and successful project close-out, this book will point out those pitfalls to avoid and offer practical advice at every step along the way. Administer the general construction process including solicitation of contractor's qualifications (pre-qualify bidders), comparative analysis of bid packages, recommendation for contract award, contract document negotiation and documentation of job change orders. Provide Project Planning and on-site management and coordination of all construction projects. Ensure compliance of building construction rules and regulations and collaborate with chief engineers to monitor quality of construction. Conduct technical/plan review of construction documents and submit written responses identifying required corrections or changes. Design, implement and oversee Company standards for construction policies, practices and processes.

Architects must be proficient in a variety of business practices to contribute to, manage, or launch a successful firm. They are responsible for the same kind of legal, financial, marketing, management, and administrative activities as any other professional. Within these broad categories, however, there are many details, including professional standards and documents, that are unique to the profession of architecture.

"Hire the right architect and contractor; Fulfill your design expectations; Learn the project process; Special section on remodeling and additions; Protect yourself with effective warranties; Control the cost, quality and schedule."--Cover.

No other contracts are more widely used in the construction industry than the American Institute of Architects' standard forms. The American Institute of Architects Official Guide to the 2007 AIA Contract Documents offers unparalleled insight into the AIA's extensive portfolio of contract documents, helping the reader understand the forms and how to implement them. This guide is divided into two parts: Part One, The AIA Standard Documents, examines the role of AIA Contract Documents, their history, and how the documents are written and updated. It also reviews the educational and supporting resources that are part of the AIA's contract documents program; Part Two, The AIA Documents Companion, describes agreements in detail, including the purpose and rationale for provisions. Separate chapters cover the owner-contractor, contractor-subcontractor, owner-architect, and architect-consultant agreements. The guide concludes with a chapter describing pivotal legal cases that have helped shape and interpret AIA contracts. Samples of the most commonly used contracts are in print in the appendix, and an accompanying CD-ROM has samples of all AIA Contract Documents (in PDF format for Mac and PC computers) that released in 2007, as well as the Integrated Project Delivery Family of documents that released in 2008. This book is invaluable for construction project owners, attorneys, contractors, subcontractors, design professionals, and others involved in the procurement, management, and delivery of building projects. It is also recommended for students and young professionals seeking a degree, certification, or licensure.

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