

The CSI Construction Contract Administration Practice Guide



Architecture/Building Construction

The must-have reference on construction contract administration— and the essential study aid for the Certified Construction Contract Administrator (CCCA) Exam

The CSI Practice Guides are 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. *The CSI Construction Contract Administration Practice Guide* presents a thorough overview of standard contract documents and their use in successfully administering construction projects. Advice on effective communications, the terms and contents of standard agreements, project forms and their use for communications and documentation, and compliance with codes and regulations are among the subjects addressed.

This easy-to-follow guide:

- 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
- Includes 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™*

The CSI Construction Contract Administration Practice 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.

THE CONSTRUCTION SPECIFICATIONS INSTITUTE (CSI) is a national association dedicated to creating standards and formats to improve construction documents and project delivery. The organization, which has 146 chapters, is unique in the industry in that its members are a cross-section of specifiers, architects, engineers, contractors, and building materials suppliers. CSI is renowned in the industry for its rigorous certification programs for professionals seeking to improve their knowledge of accurate and concise construction documents.

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