



Successful Contract Administration: For Constructors and Design Professionals

By Charles W. Cook

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The success of every construction project begins with reading and understanding the contract. Contract Administrators and Project Managers for all parties in the construction process must realize the major impact their actions have on cost, schedule, and quality in relation to the contract terms and conditions.

Written in a clear and accessible way from a Constructor's perspective, *Successful Contract Administration* guides the student through the critical issues of understanding contract law and obligations for effective project execution. Through examples, exercises, and case studies, this textbook will:

- Improve knowledge and comprehension of key contract elements
- Help the student apply knowledge to real case scenarios
- Improve the student's ability to analyze and create different scenarios for success
- Evaluate critical issues of responsibility and ethics in relation to contract administration.

The text is supported by a companion website featuring additional resources for both students and instructors. Resources for the student include additional case studies, links to useful websites, video commentary and interviews for increased understanding of important chapter material, true/false sample quiz questions and a flashcard glossary to reinforce comprehension of key terms and concepts. Additional instructor material includes a testbank of questions, (including true/false, multiple choice, and sample essay questions), website links to contract documents and PowerPoint slides.

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Editorial Review

Review

"This is an excellent book on construction contract administration, covering all the essentials in a thorough manner... It is written in a style suitable for undergraduate students, yet it can also be used on graduate courses, and even professionals will find it useful and worthwhile."

Irtishad Ahmad, *Professor and Director, OHL School of Construction, Florida international University*

"This is a well written text, offering real world examples of contract administration, and pointing out the "tricks" that allow the successful contract administrator to navigate the uniqueness of this dynamic industry we call "construction"."

Mark Steinle, Head of the Department of Construction Technology, Casper College

"This textbook provides a very comprehensive coverage of contract administration principles in the construction industry. It includes a lot of thoughtful exercises and real-life stories, both of which are essential in promoting student thinking in such an applied field."

Mehmet Egemen Ozbek, Associate Professor, Colorado State University

About the Author

Charles W. Cook has over 40 years' experience in the construction industry, from laborer to President of R. S. Cook and Associates, Inc. He is now an online professor of Construction Management, College of Engineering, at Drexel University in Philadelphia, while presenting programs throughout the United States to construction companies and associations. He has been elected to the Consulting Contractors Council of America, the Carpenters' Company of Philadelphia, the Board of Directors of the General Building Contractors Association, and serves as an arbitrator for the American Arbitration Association.

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