

**City University of Hong Kong
Course Syllabus**

**offered by Department of Architecture and Civil Engineering
with effect from Semester B 2018/19**

Part I Course Overview

Course Title:	Contract Strategy and Administration
Course Code:	CA6232
Course Duration:	1 Semester (Some courses offered in Summer Term may start a few weeks earlier than the normal University schedule. Please check the teaching schedules with CLs before registering for the courses.)
Credit Units:	3
Level:	P6
Medium of Instruction:	English
Medium of Assessment:	English
Prerequisites: (Course Code and Title)	Nil
Precursors: (Course Code and Title)	Nil
Equivalent Courses: (Course Code and Title)	BC6232 Contract Strategy and Administration
Exclusive Courses: (Course Code and Title)	Nil

Part II Course Details

1. Abstract

The primary aim of this course is to provide the principles of forming a construction contract. With the understanding of the legal framework of the building project, a range of procedures are also introduced to administrate the Standard Form of Building Contract commonly used in Hong Kong. The secondary aim is to enable students to take related advanced Construction Contract courses.

2. Course Intended Learning Outcomes (CILOs)

(CILOs state what the student is expected to be able to do at the end of the course according to a given standard of performance.)

No.	CILOs #	Weighting (if applicable)	Discovery-enriched curriculum related learning outcomes (please tick where appropriate)		
			A1	A2	A3
1.	critically appraise various forms of procurement, explore the principles underlying for selection of appropriate procurement systems and discover their impacts on the success of a project;			✓	
2.	interpret the legal framework and components in the building contract;		✓	✓	
3.	interpret and apply the contractual procedure, rights and obligation stipulated in the building contract;		✓	✓	
4.	discover and analyse contractual issues arising from the administration of building contracts;		✓	✓	
5.	critically appraise the project cost system against various project and explore the principles underlying for a successful cost control system			✓	
		100%			

A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to self-life problems.

A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

3. Teaching and Learning Activities (TLAs)

(TLAs designed to facilitate students' achievement of the CILOs.)

TLA	Brief Description	CILO No.					Hours / week (if applicable)
		1	2	3	4	5	
Lectures	On topics related to contract strategy and administration	✓	✓	✓	✓	✓	
Tutorials	In class discussions and activities on problems related to lecture themes	✓	✓	✓	✓	✓	

Semester Hours:	3 hours per week
Lecture/Tutorial/Laboratory Mix:	Lecture (2); Tutorial (1); Laboratory (0)

4. Assessment Tasks/Activities

(ATs are designed to assess how well the students achieve the CILOs.)

Assessment Tasks / Activities	CILO No.					Weighting	Remarks
	1	2	3	4	5		
Continuous Assessment: 50%							
Assignment	✓	✓	✓	✓	✓	30%	
Mid-Term test / Quiz	✓	✓	✓	✓	✓	20%	
Examination: 50% (duration: 3 hours)							
Examination		✓	✓	✓	✓	50%	
						100%	

To pass a course, a student must obtain minimum marks of 30% in both coursework and examination components, and an overall mark of at least 40%

5. Assessment Rubrics

(Grading of student achievements is based on student performance in assessment tasks/activities with the following rubrics.)

Assessment Task	Criterion	Excellent (A+, A, A-)	Good (B+, B, B-)	Fair (C+, C, C-)	Marginal (D)/ Pass (P) on P/F basis	Failure (F)
Assignment	Ability to apply the understanding of contract strategy and administration	High	Significant	Moderate	Basic	Not even reaching marginal levels
Mid-Term test / Quiz	Ability to explain the principles and practices in contract strategy and administration	High	Significant	Moderate	Basic	Not even reaching marginal levels
Examination	Ability to understand, discuss and apply theories and knowledge to topics related to contract strategy and administration	High	Significant	Moderate	Basic	Not even reaching marginal levels

Part III Other Information (more details can be provided separately in the teaching plan)

1. Keyword Syllabus

(An indication of the key topics of the course.)

Construction Procurement; Tendering and Contract Formation; Contractual Obligations; Construction Time; Loss & Expense; Nomination; Remedies; Breach of Contract; Defects liability; Contract Terminations; Construction Cost Control

2. Reading List

2.1 Compulsory Readings

(Compulsory readings can include books, book chapters, or journal/magazine articles. There are also collections of e-books, e-journals available from the CityU Library.)

1.	Nil
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2.2 Additional Readings

(Additional references for students to learn to expand their knowledge about the subject.)

1.	Adriaanse, J. (2010), 'Construction Contracts Law', 3rd ed. Basingstoke. (KD1641.A94)
2.	Hudson, Alfred A. (2010) 'Hudson's Building and Engineering Contracts' 12th ed. Sweet & Maxwell, London. (KD1641.H82)
3.	Selected publications