1 Calendar Description

In this week-long module students learn about the architect in society; the political, social, economic and ethical environments in which architects’ practice; and an introduction to office organization and project management.

2 Additional Description

This year our theme is Project Management. We must help students develop an understanding of the relationships among key stakeholders in the design process; the methods for selecting consultants and assembling teams; building economics and cost control strategies; the development of work plans and project schedules; and project delivery methods.

As part of a series of courses in the practice of the profession of architecture, this module is constituted of several lectures held jointly with the B2 and M6 classes. In addition, the B2 class will undertake a site visit / contract document component. The lecture and module components address various criteria for accreditation: Introduction to contact types, project deliveries, consultant team structure, contract documents, and contract administration from office on site.

The B2 component uses a supervised visit to a construction site to demonstrate a critical moment that relates the contract documents to the building process.

The context of the course is presented through a series of lectures, modules and workshops offered by special guests from architectural practice and other areas of the building industry.

It is also an opportunity for the students to understand in loco some of the specificities of building construction and project management. There will be an organized site visit to a construction site. Students are guided in the critical skill of observation - by relating contract drawings to built reality - and the skill of recording site observations. This component contributes to the accreditation criteria of Technical Documentation and Project Delivery.
3 Learning Objectives

It is intended that students will:

- develop an understanding of the theme as it relates to the practice of architecture.
- develop insight on the theme based on the unique experiences presented by the guest speakers.
- reflect on their own emerging career as it relates to the theme Gain knowledge in Project Management/Contract Administration in both the office and the field.
- Learn architect’s role on site and what’s involved in a field report.
- Be introduced to contract documents, and shop drawings.
- Gain knowledge of construction complexities of large-scale mixed-use projects.
- Be introduced to building envelope connections to structural floor systems.
- Learn how architects work in collaboration with allied disciplines, clients, and consultants.
- Gain knowledge of various procurement types and associated contracts.
4 Schedule

***safety training – Friday Jan 10th 4:00 - 5:30 HA-19 Mandatory***

The course begins on Monday, January 13th and ends on Friday, January 17th. Please check the poster and bulletin board for details and any revisions.

Modules

B2 Specific modules

1. **Module 1 Introduction to Project Delivery Types and associated Contracts**
   Monday Jan 13th 3:30-5:00
   location: HA-19

2. **Module 2a - Introduction to Contract Documents and Contract Administration Office.**
   Tuesday Jan 14th 2:00-3:30
   location: HA-19

**Module 2b - Introduction to Queens Marque Project**
   Tuesday Jan 14th 3:30-5:00
   location: HA-19

3. **Module 3 – Site Visit to Queens Marque Project**
   Groups 1-7   Wednesday Jan 15th 2:00-3:00
   Groups 8-16  Wednesday Jan 15th 3:00-4:00
   Groups 17-22 Wednesday Jan 15th 4:00-5:00

   location: Meet at Tim Hortons at the corner of Lower Water Street and George Street Halifax.

4. **Module 4 - Introduction Queens Marque Contract Documents**
   Thursday Jan 16th   2:00-4:00
   location: HA-19

   Student ratings of instruction will be completed near the end of the term: March 23 - April 3.
5 Assignments

There are 3 assignments.

Assignment 1: Field Report (Group) – 35%
Assignment 2: Report on Building Details (done individually) – 40%
Assignment 3: Guest Speakers Thematic Investigation (Group) – 25%

Due Date: Hard Copy of assignments.
All Assignments are due Friday Jan 17th at 5pm. Please hand in to my office (Room HC1) on the mezzanine level in the faculty area. Between 4:30 and 5:00 pm. The grade for a late assignment will be reduced 10% per weekday (or part thereof).

Site Visit

A site visit to Queens Marque will serve as the site for carrying out the work in Assignment 1 and 2.

Queens Marque by
MacKay-Lyons Sweetapple Architects - Design architect
FBM Architects - Prime consultant

Site Visit to Queens Marque Project
Groups 1-7 Wednesday Jan 15th 2:00-3:00
Groups 8-16 Wednesday Jan 15th 3:00-4:00
Groups 17-22 Wednesday Jan 15th 4:00-5:00

The Ontario Association of Architects and Ontario General Contractors Association give an important background to the site visit as follows: “The consultant and sub-consultants carry out Quality Assurance by means of establishing quality standards in the drawings and specifications......Quality control is the day-to-day, on the job, making certain that the contract is being carried out in accordance with the plans and specifications to the quality standards specified.”

All students must be at the address at least 15 minutes early. Allow for walking, bussing, etc. In many instances, late arrival means you will miss the tour. Do not enter the construction site if you are late.

Each person leading the tour is knowledgeable about the building and has agreed to show you the contract documents. One suggestion: Ask permission to photograph the drawings of the specific detail that you will be seeing: say, one photo each.

***You must have safety glasses, safety vest, construction helmet, and steel-toed boots.
Assignment 1: Field Report

Architects visit job sites regularly, in order to take note of the status and progress of a construction project. Afterwards they send out their observations in the form of a field report. There are often many consultants, contractors, and client groups, involved in a construction project. Therefore, there is a constant risk of misunderstandings and miscommunications. Field reports (also called construction site reports, observation reports, progress reports, or construction activity reports) aim to reduce these risks, by documenting and distributing to all parties involved.

Each group will prepare a draft field report 8.5 x 11 (template will be provided) after a site visit. Be sure to put name of group members on front cover. Use of sketches, photos and text are encouraged. Page count 10-12.

Assignment 2: Building Details

While on site, each student will identify a thematic detail. Each student creates an edited 11x 17 page describing the detail. Be sure to identify your name on the front and back of your page.

Each detail is documented by:
   a) a sketch of the detail, done on-site
   b) In studio version of the sketch, which may be revised as your understanding of the detail increases: showing scale, different materials assemblage, etc.
   c) a photo of the detail and location of detail
   d) the combination of details should explain a system: wall and roof, wall and slabs, floors and infrastructures, etc.
   e) all sketches are to be done on site, accompanied by a photograph that is framed similarly.
   f) details should clarify materials: structure, substructures, finishes, etc.
   g) most details should mediate between the inside and outside.
   h) labelling should be clearly printed and well organized

Ask questions of the architect or builder who is giving the tour:
   - find out the materials and the layers of the construction.
   - find out the sequence of construction and the sequence of building trades.
   - find the detail in the drawing set, if available.
Assignment 3: Guest Speakers Thematic Investigation

During the week, there is an evening lecture series and Q&A morning seminar series investigating various positions on the theme of Project Delivery contextualized in their work and practice.

The next morning, following the evening lecture, there will be a question group with the guest speakers. There will also be panel discussions involving additional guests to further explore the theme. A Workshop to prepare for this assignment will be held on Monday January 13th at 11:30am.

This is to be discussed internally within your assigned groups and as a group you will write a 500 to 750-word summary essay focusing on the theme of the week as presented by the guest speakers and panelists including the following criteria:

Reflections on the theme of Project Delivery

a) Consider and incorporate the specific experience(s) and example(s) described by the guest speakers and panelists.

b) Consider and incorporate a question or questions asked of the guest speakers and panelists by you or a member of the audience and the answer given by the speaker or panelist.

c) Include and provide references for some of your own research drawn from a source outside of the content of the week (perhaps referred to in the content of the week but requiring deeper investigation/research).

d) Reflect on your own personal professional development as it relates to the theme.
6 Evaluation

The evaluation criteria are defined in detail, along the description for each exercise.

**Assignment 1: Field Report (35%) Group**
Criteria: Each member of a group will receive the same grade.
Demonstration of keen skills in listening and recording.
Clarity and ease of navigation throughout the report will be essential.

**Assignment 2: Report on Building Details (40%) Individual**
Criteria:
Demonstration of critical skill of observation.
Critical position toward the importance of detailing in construction.
Evidence of selecting important and thematic details to illustrate.
Clarity and quality of information presented in the sketches/drawing.

**Assignment 3: Guest Speakers Thematic Investigation (25%) Group**
Evaluation will be based on the quality of response to each of the four criteria, listed above A through D, and overall presentation which may include images and diagrams.
Each group member will receive the same grade.

7 References  There are no required readings for the assignments, students may find

Canadian Handbook of Practice (CHOP) https://raic.org/node/67930
CCDC 2MA -2016 Master Agreement Between Owner and Contractor
CCDC 5B – 2010 Construction Management Contract
CCDC 14 -2013 Design-Build Stipulated Price Contract
CCDC 15 – 2013 Design Services between Design Builder and consultant
The *Canadian Handbook of Practice for Architects* helpful for reference.
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<thead>
<tr>
<th>Group 1</th>
<th>Group 9</th>
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<tr>
<td>Asma Ali</td>
<td>Sean Henderson</td>
<td>Josh McKenna</td>
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<td>Habiba Awaad</td>
<td>Taseen Iqbal</td>
<td>Emily Pyatt</td>
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<td>Félix Barakett</td>
<td>Becky Brown</td>
<td>Simon Kierstead</td>
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<th>Group 2</th>
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<tr>
<td>Daniel Cirone</td>
<td>Katarina Milos</td>
<td>Mark Singleton</td>
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<td>Abrar Bazara</td>
<td>Hanne Nielsen</td>
<td>Xavier Thériault</td>
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<td>Normann Baumann</td>
<td>Mark Drennon</td>
<td>Yingyi Tian</td>
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<tr>
<td>Moses Contreras</td>
<td>Torie Payne</td>
<td>Jared Weiss</td>
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<td>Peter Crowley</td>
<td>Anna Sawicki</td>
<td>Janelle Brookes</td>
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<td>Manuel Moncayo-Adams</td>
<td>Peter Lombardi</td>
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<tr>
<td>Ross Manubay</td>
<td>Daniella Trodel</td>
<td>Eric Holmes</td>
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<td>Cynthia Williams</td>
<td>Soph Williams</td>
<td>Jordan Junek</td>
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<td>Stefan Gagnier Ruckert</td>
<td>Zicheng Wu</td>
<td>Jeremy Francis</td>
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<td>Emma Gagnon</td>
<td>Olivia Zanol</td>
<td>Bryan Olthof</td>
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<td>Julia Johnston</td>
<td>Sam Arsenault</td>
<td>Jeet C.Patel</td>
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<td>Meg Sampson</td>
<td>Philip Moreau</td>
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<td>Christina Letchford</td>
<td>Hend Assaf</td>
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<td>Carri Ko</td>
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<td>Jennifer Ring</td>
<td>Daniel Baldassarri</td>
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<td>Matt Sealy</td>
<td>Abbi Brown</td>
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<td>Erin MacKenzie</td>
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<td>Sam Beckley</td>
<td>Erin Haliburton</td>
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<td>Adam Breen</td>
<td>Odin Paas</td>
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<td>Masa Al Baroudi</td>
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9 CACB Student Performance Criteria

The BEDS/MArch program enables students to achieve the accreditation standards set by the Canadian Architectural Certification Board. They are described at https://tinyurl.com/cacb-spc-2017 (pages 14–17). This Dalhousie ARCH course addresses the CACB criteria and standards that are noted on the "Accreditation" page of the School of Architecture website: https://tinyurl.com/dal-arch-spc.

10 University Policies and Resources

This course is governed by the academic rules and regulations set forth in the University Calendar and the Senate. See the School’s ‘Academic Regulations’ page (tinyurl.com/dal-arch-regulations) for links to university policies and resources:

- Academic integrity
- Accessibility
- Code of student conduct
- Diversity and inclusion; culture of respect
- Student declaration of absence
- Recognition of Mi’kmaq territory
- Work safety
- Services available to students, including writing support
- Fair dealing guidelines (copyright)
- Dalhousie University Library