

**DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ENVIRONMENTAL TECHNOLOGY  
FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA**

**SECOND SEMESTER EXAMINATION 2017/2018 SESSION**

**COURSE CODE: Arc 523**

**COURSE TITLE: Building Contract Administration**

**LEVEL: 500 Level**

**COURSE LECTURER: DR. P. AYUBA.**

**HOD: DR. P. AYUBA**

**TIME ALLOWED: 2hours**

**INSTRUCTIONS: Answer question 1 and any other two.**

**Your answers should be concise and clear**

Q1a. Contract documents form the contract between the Employer and the Contractor for the execution of contract works. These documents are in four volumes. List these volumes and explain exhaustively, how they are administered in building contract administration. (15marks)

Q1b. Discuss how the first meeting is held after contract would have been signed.

Q1c. Outline the possible agenda for the initial meeting (15marks)

Q2 Write short notes on the following:

- a. Contract
- b. Employer
- c. Promoter
- d. Contractor
- e. Works (15marks)

Q3. Explain the following terms:

- i. Notice to commence
- ii. Taking over certificate
- iii. Test on completion
- iv. Defect liability period (15marks)

Q4. When is the contract deemed to be completed in building contract administration? (15marks)

GOOD LUCK