

Fourth Edition

CONSTRUCTION MATERIALS, METHODS, AND TECHNIQUES

Building for a Sustainable Future

EVA KULTERMANN | WILLIAM P. SPENCE



Australia • Brazil • Mexico • Singapore • United Kingdom • United States

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Part I	Introduction		Building Codes 23 The Development of Building Codes 23
Division 00	Procurement and Contracting Requirements CSI MasterFormat™	1	The International Residential Code 25 The International Building Code (IBC) 25 Organization and Content of the International Building Code 26
Division 01	General Requirements	2	Americans With Disabilities Act (ADA)/ Universal Design 2
Chapter 01	The Construction Industry: An Overview	3	Standard Development Organizations 3 National Institute of Building Sciences (NIBS) 30
	Learning Objectives	3	International Organization for
	Construction: A Dynamic Industry	4	Standardization (ISO) 30
	Pre-Construction Activities Pre-Design and Design Development 6 Building Information Modeling 8 Construction Documents 9 Specifications and the Masterformat 10	5	American National Standards Institute (ANSI) 30 ASTM International 31 Underwriters Laboratories Inc. (UL) 31 American Society of Heating, Refrigerating and Air Conditioning Engineers
	The Project Delivery Process Construction Contractors 12 Selecting the Contractor 12	11	(ASHREA) 32 National Association of Home Builders of the United States (NAHB) 32
	Project Delivery Methods and Types of Construction Contracts 13 Design-Bid-Build 13 Design-Build 13 Construction Management (CM) 14 Integrated Design Process 14		Trade Associations 3 American Concrete Institute (ACI) 32 Portland Cement Association (PCA) 33 The Masonry Institute of America 33 American Institute of Steel Construction (AISC) 33
	The Construction Process	14	American Wood Council (AWC) 33
	Construction Methods: Subcontractor Agreements Construction Scheduling 15 Permitting 15	15	Sustainable Design and Construction 3 The Environmental Context 34 The Environmental Impact of the Construction Industry 35
	Pre-Construction Planning and Temporary Facilities 16 Shop Drawings, Submittals, and Mock-Ups Construction Observation 18 Contractor Requests for Information (RFI, Modifications to the Construction Contract Project Close Out 19 Construction Safety 19) 18	Sustainable Construction 3 Sustainable Design 37 Sustainable Building Certification Systems 38 The U.S. Green Building Council (USGBC) and LEED Rating System 38 LEED NC Version 3 39 Green Globes 41
	Review Questions	20	NAHB National Green Building
	Key Terms	20	Program™ 41
	Activities	21	Energy Star 41
Chapter 02	Additional Resources Regulatory Constraints, Standards,	21	Case Study: Heifer International Headquarters 4 Other Assessment and Certification Programs 43
-	and Sustainability	22	Review Questions 4
	Learning Objectives	22	Key Terms 4
	The Regulatory Environment—		Activities 4
	Zoning and Codes Zoning Ordinances 22	22	Additional Resources 4

iv Table of Contents

Part II	Site Construction and Earthwor	k		Underpinning Techniques	73
Chapter 03	Properties of Materials	45		Paving Asphalt Paving 74 Congrete Paving 74	73
	Learning Objectives	45		Concrete Paving 74 Unit Paving 75	
	Material Groups	45		Seismic Considerations	75
	Material Properties	46		Review Questions	78
	Mechanical Properties 46 Thermal Properties 50			Key Terms	78
	Acoustical Properties 51			Activities	78
	Chemical Properties 51			Additional Resources	78
	Environmentally Preferable Products (EEPS)	52	Chapter 05	Soils	79
	Construction Materials: Composite	F.2		Learning Objectives	79
	Materials Embodied Energy 53	53		Types of Soils	79
	Natural Resources/Habitat Degradation 54 Renewable Materials 54 Recycled and Post-Consumer/Post- Industrial/Agricultural Materials 55			Soil Classification Unified Soil Classification System 80 American Association of State Highway and Transportation Officials System 80	80
	Toxicity to the Environment 55 Sustainable Construction Materials			Subsurface Soil Testing	81
	Assessment Criteria 55			Field Classification of Soil	82
	Review Questions	56		Testing for Soil Coarseness 83 Dry Strength Test 84	
	Key Terms	56		Toughness Test 84	
	Activities	56		Shaking Test 84	
	Additional Resources	57		Soil Volume Characteristics	84
Division 02	Existing Conditions			Soil Water	85
	CSI MasterFormat™	58		Soil-Bearing Capacities	85
Division 31	Farthwork			Soil Alterations	85
Chapter 04	CSI MasterFormat™ The Building Site	59		Case Study: Chicago Center for Green Technology Compaction 87	86
Chapter 04	•			Soil Stabilization With Admixtures 88	
	Learning Objectives	60		Review Questions	90
	Site Assessment Land Surveying 60	60		Key Terms	90
	Environmental Assessment 61 Subsurface Investigation 62 Site Plans 62			Activities Additional Resources	90 90
	Site Work Activities	62	Chapter 06	Foundations	91
	Sedimentation and Erosion Control 64	6/		Learning Objectives	91
	Storm Water Drainage Demolition 65 Site Remediation 65	64		Foundation Design Foundation Types 92	91
	Earthwork Grading 66 Excavation 67	66		Shallow Foundations Spread Footings 93 Slab and Raft Foundations 95	93
	Sheeting 67 Cofferdams and Caissons 69			Deep Foundations Displacement Piles 98 Matheda of Priving Bindagement Piles 16	97
	Construction Techniques: Blasting	71		Methods of Driving Displacement Piles 10 Non-Displacement Piles 101	100
	Dewatering Techniques	71		Helical Pier® Foundation Systems 103	

Table of Contents v

	Review Questions	103		Concrete Tests	124
	Key Terms	103		Tests With Fresh Concrete 125 Tests With Hardened Concrete 127	
	Activities	104		Nondestructive Tests 128	
	Additional Resources	104		Emerging Trends in Concrete	129
				Review Questions	130
Part III	Concrete and Masonry			Key Terms	130
Division 03	Concrete			Activities	130
517151011 05	CSI MasterFormat™	105		Additional Resources	131
Chapter 07	Concrete	106	Chapter 08	Cast-in-Place Concrete	132
	Learning Objectives	106		Learning Objectives	132
	Portland Cement	107		Building Codes	132
	ASTM-Designated Types of Portland Cement 107 Properties of Portland Cement 109 Storing Portland Cement 111	444		Preparing Concrete Batching 133 Mixing 133 Stationary Mixing 133	133
	Water Construction Materials: Supplementary	111		Ready-Mix Concrete 133 Remixing 134	
	Cementing Materials (SCMs)	111		Transporting, Handling,	
	Aggregates Characteristics of Aggregates 112 Grading Aggregates 114 Structural Lightweight Aggregates 115 Insulating Lightweight Aggregates 115 Heavyweight Aggregates 115	112		and Placing Concrete Moving Concrete 134 Placing Concrete 135 Placing Concrete in Cold Weather 136 Placing Concrete in Hot Weather 136 Pneumatic Placement 136	134
	Testing Aggregates for Impurities 115			Finishing Concrete	136
	Handling and Storing Aggregates 116			Curing Concrete	138
	Admixtures	116		Formwork	139
	Air-Entraining Agents 116 Retarders 117 Water Reducers 117 Accelerators 118 Pozzolans 118 Workability Agents 118 Superplasticizers 119 Permeability-Reducing and Damp Proofing Agents 119 Bonding Agents 120			Concrete Reinforcing Materials Steel Reinforcing Bars 142 Welded Wire Reinforcement 146 Fiber Reinforcement 151	142
				Cast-in-Place Concrete Elements Casting On-Grade Slabs 151 Cast-In-Place Reinforced Concrete Walls 15 Reinforcing Cast-in-Place Beams 153 Reinforcing Cast-in-Place Columns 153	151 51
	Coloring Agents 120 Hardeners 120 Grouting Agents 121 Gas-Forming Agents 121			Cast-in-Place Concrete Framing Systems General Construction Procedures 154 One-Way Flat Slab Floor	153
	Basics of Concrete Water-Cement Ratio 121 Minimum Cement Content 123	121		and Roof Construction 154 Two-Way Flat Slab Floor and Roof Construction 155	
	Aggregates 123 Entrained Air 123 Slump 123 Concrete Design	123		Construction Materials: Strip-Applied Waterstops Tilt-Up Wall Construction 156	156
	Normal-Weight Concrete 124	163		Lift-Slab Construction 159 Slip Forming 160	
	Lightweight Insulating Concrete 124 Lightweight Structural Concrete 124			Review Questions	160
	Heavyweight Structural Concrete 124			Key Terms	160

vi Table of Contents

	Activities	161		Surface-Bonding Mortars	186
	Additional Resources	161		Review Questions	187
Chapter 09	Pre-cast Concrete	162		Key Terms	188
	Learning Objectives	162		Activities	188
	Advantages of Pre-cast Concrete Units	162		Additional Resources	188
	Building Codes	163			
	Pre-Stressing Pre-cast Concrete	164	Chapter 11	Clay Masonry	189
	Pre-Tensioned Units 165 Post-Tensioned Units 165			Learning Objectives Clays	189 189
	Pre-cast Concrete Elements Pre-cast Concrete Slabs 166 Pre-cast Concrete Columns 166 Beams and Girders 167 Pre-cast Concrete Wall Panels 167	166		Manufacturing Clay Bricks Winning and Storage 190 Forming the Bricks 190 Drying 191 Glazing 191	189
	Connecting Pre-cast Units Types of Connections 168 Grout, Mortar, and Drypack 169	168		Burning and Cooling 191 Drawing and Storage 191 Clay Masonry Units	191
	Connection Details 169			Solid Masonry 191	19.
	Erecting Pre-cast Concrete Construction Planning 170 Transporting Units to the Site 172 Erecting Pre-cast Concrete 172	170		Brick Pavers 193 Fire Brick 193 Hollow Masonry 193	
	Review Questions	177		Material Specifications for Clay Masonry	195
	Key Terms	177		Weathering Index 195 Grades, Types, and Classes 195	
	Activities	177			
	Additional Resources	177		Properties of Clay Brick	
		1//		and Tile Compressive Strength 197	197
Division 04	Masonry CSI MasterFormat™	178		Durability 197 Absorption 197 Color 197	
Chapter 10	Mortars for Masonry Walls	179		Texture 197 Heat Transmission 198	
	Learning Objectives	179		Fire Resistance 198	
	Mortar Composition Cementitious Materials 180	179		Case Study: University of Florida Rinker Hall	199
	Masonry Cements 180 Other Mortar Ingredients 180	101		Other Fired Clay Products Architectural Terra-Cotta and Ceramic	200
	Types of Mortar Sources of Mortar 181	181		Veneer 200	004
	Properties of Plastic Mortar	184		Review Questions	201
	Workability 184			Key Terms	201
	Water Retention 184			Activities	201
	Properties of Hardened Mortar Bond Strength 184	184	Chantan 40	Additional Resources	201
	Durability 185 Compressive Strength 185		Chapter 12	Concrete Masonry	202
	Low Volume Change 185			Learning Objectives	202
	Appearance 185 Rate Of Hardening 186			Manufacture of Concrete Masonry Units	202
	Colored Mortar	186		Physical Properties of	202
	Mortar in Cold Weather	186		Concrete Masonry Units	203

Table of Contents vii

Types of Concrete M Modular Size Blocks		205		Structural Clay Tile Construction Laying Structural Clay Tile Walls 241	237
Concrete Brick 205 Slump Block 205				Estimating Masonry Materials	242
Concrete Block 205				Review Questions	243
Concrete Retaining V				Key Terms	243
	oncrete Block (AAC) 211			Activities	243
Material Specification Grades 211 Types 212	ons	211		Additional Resources	244
Weights 212			Part IV	Metals, Wood, and Plastics	
Review Questions		212	B: : : 0F		
Key Terms		212	Division 05	Metals CSI MasterFormat™	245
Activities		213		CSI Plasteri offilat	243
Additional Resource	25	213	Chapter 15	Ferrous Metals	246
Chapter 13 Stone		214		Learning Objectives	246
Learning Objectives	;	214		Iron	246
Basic Classifications Igneous Rock 214 Sedimentary Rock 21		214		Mining and Processing Iron Ore 247 Producing Iron from Iron Ore 247 Cast Irons 249	
Metamorphic Rock 21				Steelmaking Basic Oxygen Process 250 Electric Steelmaking Processes 250	250
Types and Uses of S	Stone	216			
Quarrying and Produ	cing Natural Stone	217		Manufacturing Steel Products Steel Recycling 253	251
Choosing Stone		218			
Manufactured Stone	2	218		Steel Identification Systems	254
Review Questions		219		The Unified Numbering System for Metals and Alloys 254	
Key Terms		219		Steel and Steel Alloys	255
Activities		219		Plain Carbon Steels 255	299
Additional Resource	25	219		Alloy Steels 256 Types of Structural Steel 257	
Chapter 14 Masonry Construct	tion	220		Stainless and Heat-Resisting Steels 258	
Learning Objectives	;	220		Steel Products Structural Steel Products 260	260
Masonry Walls Masonry Unit Positio	ons 221	221		Structural Steel Products 260 Sheet Steel Products 262 Other Products 264	
Masonry Bond Patter Laying Brick Masonry				Testing Metals	266
Mortar Joints 223	y Walls 222			Review Questions	267
Laying Concrete Mas				Key Terms	267
Openings in Masonry				Activities	268
Control and Expansi		229		Additional Resources	268
Types of Masonry W Reinforced Masonry 2 Masonry Composite W	230	230	Chapter 16	Nonferrous Metals	269
Masonry Cavity Walls	5 234			Learning Objectives	269
Insulated Masonry Co Masonry Veneer 236	avity Walls 236			Galvanic Corrosion	269
Brick Masonry Colur	nnc	236		Aluminum	270
Masonry Construction		236		Mining Aluminum 270	0
Stone Masonry Cons		236		Refining Bauxite Ore 270 The Bayer Process 270	

viii Table of Contents

Construction Materials: History of Aluminum	270		Titanium History 292	292
The Hall-Héroult Electrolytic	270		Properties 292	
Process	271		Working Characteristics 292 Production of Titanium 292	
Aluminum Alloys 271			Titanium Alloys 292	
UNS Designations 272			UNS Designations 292	
Temper Designations 273 Aluminum Castings 274			Uses of Titanium 293	
Aluminum Finishes 275			Nickel	293
Natural Finishes 277			History 293	
Mechanical Finishes 277			Properties 293 Working Characteristics 293	
Chemical Finishes 277 Anodic Finishes 279			Production of Nickel 293	
Coatings 280			Nickel Alloys 293	
Protecting a Finished Aluminum Produc	t 280		UNS Designations 293	
Routine Maintenance of Aluminum			Uses of Nickel 294	
Surfaces 280 Joining Aluminum Members 280			Zinc	294
Aluminum Products 280			Properties 294 Working Characteristics 294	
Copper	282		Production of Zinc 294	
History of Copper 282			Zinc Alloys 294	
Properties of Copper 282			UNS Designations 294	
Production of Copper 282 Classifying Copper and Copper Alloys 283			Uses of Zinc 294 Zinc Galvanizing Processes 295	
Copper Alloys 284			Review Questions	295
Copper Alloy Finishes 285			Key Terms	296
Care of Copper and Copper Alloys 285			Activities	296
Uses of Copper 285	205		Additional Resources	296
Brass History of Brass 286	285		Additional Resources	290
Plain Brasses (Copper-Zinc Alloys) 286		Chapter 17	Steel Frame Construction	297
Leaded Brasses (Copper-Zinc-Lead Alloys) 28	37	Chapter 17		231
Tin Brasses (Copper-Zinc-Tin Alloys) 287			Learning Objectives	297
Bronze	287		Structural Steel Drawings	298
Lead	288		Construction Methods: Fasteners	
History of Lead 288 Properties of Lead 288			for Metal-Building Construction	299
Production of Lead 288			The Steel Frame	300
Grades of Lead 289			Frame Stability 301	
Lead Alloys 289			Steel Frame Connections	302
UNS Designations 289 Uses of Lead 289			Simple Connections 302 Moment Connections 303	
Solders	290		Riveted Connections 304	
Properties 290	290		Bolted Connections 305	
Types of Solder 290			Welded Connections 306	
Fluxes 290			The Erection Process	309
Tin	291		Decking	312
Properties and Working Characteristics			Metal Decking 312	
of Tin 291 Production of Tin 291			Concrete Decking 315	215
UNS Designations 291			Pre-Engineered Metal Building Systems	
Uses of Tin 291			Other Steel Construction Systems Light-Gauge Steel Framing 317	316
Terneplate	291		Fire Protection of the Steel Frame	318
Uses of Terneplate 292 Production of Terne Sheets 202			Review Questions	321
Production of Terne Sheets 292			IVENIEM MUESTIOLIS	261

Table of Contents ix

	Key Terms	321		Decorative Features 349	
	Activities	321		Decay Resistance 349	
	Additional Resources	321		Insect Damage 349 Pressure-Treated Wood and Plywood 350 Safety Information 350	
Division 06	Wood, Plastics, and Composites CSI MasterFormat™	322		Chromated Copper Arsenate (CCA) 350 Alkaline Copper Quat (ACQ) 350 Bardac-Treated Wood 351	
Chapter 18	Wood, Plastics, and Composites	323		Copper Azole (CA) 351 Pentachlorophenol 351	
	Learning Objectives	323		Methyl Isothiocyanate 351	
	Tree Species Softwoods 325 Hardwoods 325	323		Applying Preservatives 351 Effect of Treatment on Strength 352 Quality Certification 352	
	The Structure of Wood	325		Fire-Retardant Treatments	352
	Wood Defects	325		Review Questions	352
	Lumber Manufacturing	326		Key Terms	353
	Seasoning Lumber	328		Activities	353
	Air-Dried Lumber 328 Kiln-Dried Lumber 329 Dehumidification and Solar Kilns 329 Unseasoned Lumber 329		Chapter 19	Additional Resources Products Manufactured	354
	Lumber Sizes	329	chapter 15	from Wood	355
	Softwood Lumber	330		Learning Objectives	355
	Hardwood Lumber 331 Buying Lumber 331			Plywood and Other Panel Products Plywood Panel Construction 355	355
	Lumber Grading and Testing Lumber Grades 332 Lumber Classifications as to Manufacture 3 Size Classifications 334 Stress-Rated Lumber 336 In-Grade Testing Program 337	332 334		Specifications for Plywood Panels 356 Construction and Industrial Plywood 356 APA Performance-Rated Panels 358 Specialty Plywood 359 Hardwood Plywood 359 Reconstituted Wood Products 362	
	Physical and Chemical Composition			Structural Building Components	364
	of Wood Porosity of Wood 338 Composition of Wood 338	338		Case Study: Aldo Leopold Legacy Center	368
	Hygroscopic Properties of Wood Moisture Content 341	340		Other Products Manufactured from Wood	370
	Fiber Saturation Point 341			Review Questions	371
	Equilibrium Moisture Content 341			Key Terms	371
	How Moisture Affects Wood Properties 3	42		Activities	371
	Construction Materials: Sustainable Forestry Specific Gravity 345	344		Additional Resources	371
	Structural Properties of Wood Bending 346	345	Chapter 20	Wood and Metal Light Frame Construction	372
	Shear 347 Modulus of Elasticity 347			Learning Objectives	372
	Tension 348 Compression 348 Gluing Properties 348			Wood Framing and the Building Codes Building Codes 373	373
	Other Properties of Wood Thermal Properties 348	348		Preparing the Site Excavation 373	373

x Table of Contents

	Construction Wood Foundations 377 Interior Piers and Columns 377	374		Ventilating the Attic 411 The Finished Roof Material 412 Installing the Weather Shield 413	
	Evolution of Wood Light	270		Installing Windows 414 Exterior Door Installation 415	
	Frame Construction	378		Installing the Exterior Finish 415	
	Platform Framing Floor Framing 379	378		Finishing the Interior	416
	Wall Framing 379 Ceiling Framing 383			Installing Insulation Interior Wall and Ceiling Finishes 422	419
	Construction Methods: Optimum Value Engineering Framing the Roof 387	385		Interior Finish Carpentry Installing Interior Doors 422 Installing Casings and Moldings 423	422
	Wood Trusses Wood Roof Trusses 387 Wood Floor Trusses 390	387		Installing Cabinets 424 Installing Stairs 425 Other Finish Items 426	
	Panelized Frame Construction 390	204		Review Questions	427
	Fasteners for Wood Frame Construction Nails 391	391		Key Terms	427
	Wood Connectors 392			Activities	428
	Light-Gauge Steel Framing	392	Chapter 23	Additional Resources	428
	Review Questions	394			
	Key Terms	394		Plastics	429
	Activities	394		Learning Objectives	429
	Additional Resources	394		Molecular Structure of Plastic Classifications 430	430
Chapter 21	Heavy Timber Construction	395		Thermoplastics 430 Thermosetting Plastics 431	
	Learning Objectives	395		Bioplastics 431	
	Building Codes	396		Additives Plasticizers 431 Fillers 432 Stabilizers 432 Colorants 432	431
	Fire Resistance	396			
	Timber Frame Construction Timber Joinery 397	396			
	Engineered Timber Frame Construction Arches and Domes 398 Columns, Beams, and Trusses 400 Connection Details 401 Decking 404 Sheathing 405 Construction Techniques:	397		Properties of Plastics Mechanical Properties 432 Electrical Properties 434 Thermal Properties 434 Chemical Properties 434 Density 434	432
	Metal Fasteners	407		Specific Gravity 435	
	Review Questions	408		Optical Properties 435 Manufacturing Processes	435
	Key Terms	409		Recycled Plastic Products 436	433
	Activities	409		Plastic Construction Materials	436
	Additional Resources	409		Thermoplastics 436 Thermosets 439	
Chapter 22	Finishing the Exterior and Interior			Review Questions	441
	of Light Wood Frame Buildings	410		Key Terms	441
	Learning Objectives	410		Activities	442
	Finishing the Exterior	410		Additional Resources	442

Table of Contents xi

Part V	Thermal and Moisture / Openir Finishes	ngs /		Liquid Coatings 469 Synthetic Sheet Membranes 470 Cement-Based Waterproofing 471 Lead Waterproofing 471	
Division 07	Thermal and Moisture Protection			Bentonite Clay Waterproofing 471	
	CSI MasterFormat™	443		Review Questions	472
Chapter 24	Thermal Insulation			Key Terms	472
enapter = 1	and Vapor Barriers	444		Activities	472
	Learning Objectives	444		Additional Resources	472
	Heat Transfer Conduction 445	444	Chapter 26	Bituminous Materials	473
	Convection 446 Radiation 447		chapter 20	Learning Objectives	473
	Insulation Materials	447		Properties of Bitumens	473
	Batts and Blankets 448 Loose-Fill Insulation 449 Rigid Insulation 450 Blown Insulation 451	447		Asphalt Asphalt Paving 477 Laboratory Tests of Asphalt 477 Other Products Made With	474
	Aerogel and Other Innovations 451 Reflective Barriers 452 Construction Materials:			Bituminous Materials Coal Tar Pitch 478 Felts 478	478
	Superinsulation	453		Ice and Water Shield 479	
	Water and Vapor Considerations Rainwater Protection 454 Water Vapor Transfer 454	453		Fiberglass Sheet Material 479 Fireproofing Paper 479 Waterproof Coatings 479	
	Vapor Retarders 454 Control of Air Leakage 456			Bitumous Roof Coverings Roll Roofing 479 Hot Bitumen Built-Up Roof Membranes 4	479
	Review Questions Key Terms	456 457		Modified Asphalt Roofing Systems 480 Cold-Applied Asphalt Roofing Systems 481	
	Activities	457		Review Questions	481
	Additional Resources	457		Key Terms	481
				Activities	481
Chapter 25	Bonding Agents, Sealers, and Sealants	458		Additional Resources	482
	Learning Objectives	458	Chapter 27	Roofing Systems	483
	Bonding Agents	458	•	Learning Objectives	483
	Curing of Bonding Agents 458 Types of Bonding Agents 459			Building Codes	483
	Sealers for Exterior Materials Wood Sealers 463	461		Roofing Components Roof Decks 484	484
	Sealants Sealant Performance Considerations 463 Types of Sealants 464 Sealants and Joint Design 465	463		Vapor Retarders 485 Insulation 485 Flashing 486 Finished Roofing 486	
	Backup Materials 466 Caulking and Glazing 467			Low-Slope Roof Assemblies Built-Up Roofing 486 Modified Bitumen Membranes 489	486
	Waterproofing Membranes and Coatings	467		Single-Ply Membranes 490 Spray- and Liquid-Applied Membranes 491	!
	Construction Techniques: Waterproofing Tips Bituminous Coatings 469	468		Low-Slope Metal Roofing 491 Low-Slope Roof Flashing 492 Low-Slope Roof Drainage 493	

xii Table of Contents

	Steep-Slope Roof Assemblies Shingle Roofing 494 Asphalt Shingles 496 Wood Shingles and Shakes 498 Slate Shingles 499 Clay and Concrete Roof Tiles 500 Photovoltaic Roofing 501	494		Glass Products Tempered Glass 517 Laminated Glass 517 Reflective Glass 518 Low-E Glass 519 Insulating Glass 521 Wired Glass 522	517
	Steep-Slope Metal Roofing Assemblies Metal Roofing Materials 502 Standing Seam Roofing 503 Flat and Batten Seam Roofing 504 Exposed Fastener Metal Roofing 504 Steep-Roof Flashing and Drainage 506	502		Spandrel Glass 522 Bent Glass 522 Ceramic Glass 523 Architectural Beveled Glass 523 Channel Glass 523 Glass Block 523 Smart Glazing 524	
	Cool Roofing	506		Photovoltaic Glazing 524	
	Construction Methods: Green Roofs	507		Self-Cleaning Glass 525	
	Review Questions	507		Review Questions	525
	Key Terms	508		Key Terms	525
	Activities	508		Activity	526
	Additional Resources	508		Additional Resources	526
Division 08	Openings CSI MasterFormat™	509	Chapter 29	Doors, Windows, Entrances, and Storefronts	527
Chapter 28	Glass	510		Learning Objectives	527
	Learning Objectives	510		Doors	527
	Types of Glass	511		Door Operating and Material Types	527
	The Manufacture of Glass Float Glass 511 Sheet Glass 512	511		Swinging Doors 529 Bypass and Folding Doors 529 Revolving Doors 530 Specialty Doors 531 Wood and Plastic Doors 531 Fiberglass Doors 532 Hollow-Core Metal Doors 532 Hollow Metal Doorframes 533 Metal Fire Doors and Frames 533 Glass Doors 536	JLI
	Properties of Soda-Lime-Silica Glass Mechanical Properties 512 Thermal Properties 512 Chemical Properties 513 Electrical Properties 513 Optical Properties 513	512			
	Heat-Treating Glass Annealing 514 Tempering 514 Heat Strengthening 514	514		Door Hardware Hinges 537 Locking Mechanisms 538	536
	Chemical Strengthening 514 Finishes Etching 515 Sandblasting 515 Patterned Finish 516 Silvering 516 Ceramic Frit 516 Tinting 516	514		Windows Window Terms and Types 539 Wood Windows 540 Plastic Windows 540 Steel Windows 543 Aluminum Windows 543 Composite Materials 545 Special Windows 545	539
	Physical Properties of Glazing Systems	516		Entrances and Storefronts	546
	Solar Heat Gain Factor (SHGF) 516			Review Questions	547
	U-Value (U) 516 Visible Light Transmittance (Vt) 516			Key Terms	547
	Shading Coefficient (Sc) 517 Emissivity (e) 517			Activity Additional Resources	547 547

Table of Contents xiii

Chapter 30	Cladding Systems	548		Durability and Maintenance 581 Acoustical Considerations 581	
	Learning Objectives	548		Electrical and Mechanical Systems	
	Cladding Design Considerations	548		Integration	581
	Structural Performance 548 Control of Movement 550			Paints and Coatings	583
	Control of Wind Forces 550 Connections 552 Solar Control 553 Fire, Noise, and Pollution Control 553			Federal Regulations Lead in Coatings 583 Air-Quality Regulations 584	583
	Case Study: GSW Administration Building	554		Composition of Coatings Wet Film Thickness 585 Dry Film Thickness 585	584
	Maintenance Concerns 555			Factors Affecting Coatings	585
	Water Management for Cladding Systems Methods of Water Penetration 555 The Rainscreen Principle 557	555		Clear Coatings Natural-Resin Varnishes 586 Synthetic-Resin Varnishes 586 Lacquer 588	586
	Metal and Glass Curtain Wall Systems Stick System 558 Unitized System 559 Unit and Mullion System 560	558		Opaque Coatings Primers for Opaque Coatings 590 Types of Opaque Coatings 591	588
Glass-Fixing Methods 560 Point-Supported Glazing 563 Structural Glazing Systems 564 Masonry, Stone, EIFs and Metal Cladding Systems Masonry Curtain Walls 565 Stone Curtain Walls 566 Pre-Cast Concrete Cladding 568 Modified Stucco Curtain Walls 5 Metal Cladding Systems 570	Column-Cover-and-Spandrel System 560 Glass-Fixing Methods 560 Point-Supported Glazing 563			Construction Techniques: Testing for Lead Paint Phenolic Coatings 593 Urethane or Polyurethane Coatings 593	593
	Masonry, Stone, EIFs and Metal Cladding Systems Masonry Curtain Walls 565	565		Special-Purpose Coatings Reflective Coatings 594 Pigmented Fire-Retardant Coatings 594 Intumescent Fire-Retardant Coatings 594	593
	Modified Stucco Curtain Walls 568	571		Stains Exterior Stains 594 Interior Stains 595 Fillers 595	594
	Sealant Joints 571	3/1		Review Questions	596
	Types of Sealant Materials 572			Key Terms	596
	Solid Sealant Materials 573			Activities	597
	Review Questions	574		Additional Resources	597
	Key Terms	574			
	Activities	574	Chapter 32	Acoustical Materials	598
	Additional Resources	575		Learning Objectives	598
Division 09	Finishes, Paints, and Coatings CSI MasterFormat™	576		Sound Sound Waves 598 Frequency of Sound Waves 599 Sound Intensity 599	598
Chapter 31	Interior Finishes, Paints, and Coatings	577		Sound Control	600
	•			Sound Transmission Class 600	
	Learning Objectives Performace Criteria for	577		Impact Isolation Class 600 Noise-Reduction Coefficient 601	
	Interior Finishes Environmental Concerns 578 Appearance 579 Cost 579 Code Requirements 579	578		Acoustical Materials Floor Coverings 601 Acoustical Plaster 601 Acoustical Ceiling Tile and Wall Panels 602 Sound Barriers 604	601

xiv Table of Contents

	Construction Techniques	604		Resilient Flooring	634
	Controlling Sound from Vibrations	606		Linoleum and Sheet Vinyl 634	
	Review Questions	607		Vinyl Composition Tile (VCT) 635 Rubber Flooring 636	
	Key Terms	607		Cork Flooring 636	
	Activities	607		Seamless Flooring Materials 637	
	Additional Resources	607		Carpeting Introduction to Carpet Systems 638 Carpet Fibers 638	637
Chapter 33	Interior Walls, Partitions, and Ceilings	608		Carpet Construction Woven Carpets 639	639
	Learning Objectives	608		Tufted, Knitted, Flocked, and Bonded Carpet 639	
	Fire-Resistant Interior Assemblies	608		Carpet Cushions 640	
	Interior Gypsum Wall Partitions Metal-Stud Non-Bearing Interior Walls 610	610		Carpet Installation 641 Raised-Access Flooring	641
	Gypsum 612			Review Questions	642
	Types of Gypsum Board Products 612 Installing Gypsum Wallboard 613			Key Terms	642
	Finishing Gypsum Wallboard 614			Activities	643
	Plaster Finishes Plaster over Masonry and Concrete Walls 61	616 7		Additional Resources	643
	Structural Clay Tile Partitions	618	Dowl MT	Consisting Environment	
	Ceramic Tile-Wall Finishes	618	Part VI	Specialties, Equipment,	
	Wood-Product Wall Finishes	618		and Furnishings	
	Ceiling Construction Suspended Ceilings 620 Furred and Direct-Contact Ceilings 622	619	Division 10	Specialties CSI MasterFormat™	644
	Review Questions	622	Division 11	Equipment	
	Key Terms	623		CSI MasterFormat™	645
	Activities	623	Division 12	Eurnichings	
	Additional Resources	623	DIVISION 12	Furnishings CSI MasterFormat™	646
Chapter 34	Flooring	624	Chapter 35	Specialties, Equipment, and Furnishings	647
	Learning Objectives	624		Learning Objectives	
	Performance Criteria for Flooring	625		Visual Display Boards 647	647
	Hard-Surface Flooring Concrete Flooring 625 Brick and Stone Flooring 626 Clay Tile Flooring 627 Mortars and Adhesives for Tile Floors 628 Tile Grout 628 Terrazzo Flooring 629	625		Compartments and Cubicles 648 Louvers, Grilles, Vents, and Screens 648 Service Wall Systems 649 Walls and Corner Guards 649 Access Flooring 649 Pest Control 650 Fireplaces and Stoves 650	
	Wood Flooring	630		Manufactured Exterior Specialties 650	
	Solid Wood Flooring Strip Flooring 630 Planks 631 Wood Strip and Plank Floor Installation 63 Parquet Flooring 632 Engineered and Laminate Wood Flooring 6 Bamboo Flooring 634			Flagpoles 651 Identifying Devices 651 Pedestrian Control Devices 652 Lockers and Shelving 652 Fire Protection Specialties 652 Protective Covers 653 Postal Specialties 653 Demountable Partitions 653	

	Operable Partitions 653 Exterior Protection Devices for Openings 6: Telephone Specialties 654 Toilet and Bath Accessories 654 Scales 655	54		Case Study: Denver International Airport Geodesic Structures 672 Space Frames 672 Integrated Assemblies	670 673
	Wardrobe and Closet Specialties 655			Pre-Engineered Structures	673
	Residential and Commercial Equipment Maintenance Equipment 655	655		Waste and Utilities Sections	673
	Security and Ecclesiastical Equipment 656			Measurement and Control	0.0
	Mercantile Equipment 656			Instrumentation	673
	Solid-Waste-Handling Equipment 656 Office Equipment 656			Review Questions	674
	Construction Materials: Security			Key Terms	674
	of Valuables	657		Activity	674
	Residential Equipment and Unit Kitchens 6. Fluid Waste Treatment and Disposal 657 Medical Equipment 658	57		Additional Resources	674
	Furnishings	659	Division 14	Conveying Equipment	
	Artwork	659		CSI MasterFormat™	675
	Murals and Wall Hangings 659 Sculpture 659 Stained Glass 659		Chapter 37	Conveying Systems	676
	Ecclesiastical Artwork 660			Learning Objectives	676
	Fabrics	660		Elevator Code Standards	676
	Manufactured Casework	661		Elevator Components Elevator Hoistways 677	677
	Window Treatment	661		Hoistway Doors 677	
	Furniture and Accessories	662		Machine Rooms 677	
	Rugs and Mats	662		Venting Hoistways 678 Hoistway Sizes 678	
	Multiple Seating	662		Elevator Cars	679
	Interior Plants and Planters	663		Elevator Types	680
	Review Questions	663		Electric Passenger Elevators	680
	Key Terms	664		Traction Driving Mechanisms 681	
	Activities	664		Geared Traction Elevators 681 Gearless Traction Elevators 681	
Part VII	Additional Resources Special Construction and	664		Electric Elevator Control 682 Platform Safeties 682	
rait vii	Conveying Systems			Cables (Roping) 683 Winding Drum Machines 683 Counterweights 683	
Division 13	Special Construction			Operating Systems 683	
	CSI MasterFormat™	665		Hydraulic Elevators	684
Chapter 36	Special Construction	666		Freight Elevators Observation Elevators	684
	Learning Objective	666		Residential Elevators	686 686
	Special Facility Components	666		Automated Transfer Systems	686
	Pools and Spas 666	000		Dumbwaiters 686	000
	Special-Purpose Rooms Special Structures 668	667		Cart and Tote Box Transfer Systems 687 Wheelchair Lifts and Stair Lifts	688
	Fabric and Membrane Structures Fabric Membranes 669 Air-Supported Structures 669	668		Escalators Standards and Safety 690 Escalator Components 690	689

xvi Table of Contents

	Installation Examples 690			Valves	718
	Escalator Sizes 690			Pipe Insulation	719
	Moving Walks and Ramps	691		Water Pipe Sizing	720
	Other Conveying Equipment Shuttle Transit 692	691		Sanitary Piping Calculating Waste Pipe Sizes 723	721
	Conveyers and Pneumatic Tube Systems	693		Sanitary Piping Systems 724 Indirect Wastes 724	
	Pneumatic Tube Systems 694 Material Conveyors 694			Residential Sanitary Piping Case Study: Bronx Zoo	724
	Cranes and Hoists 695			Eco-Restrooms	725
	Review Questions	696		Multistory Building Sanitary	
	Key Terms	697		Piping Systems	726
	Activity	697		The Sovent System 728	
	Additional Resources	697		Non-Potable Water Systems	729
Division 21	Fire Suppression CSI MasterFormat™			Roof Drainage	730
		698	Plumbing Equipment	731	
Cht 20	Fire Company of the Contame	600		Water Heating	731
Chapter 38	Fire-Suppression Systems	699		Construction Techniques:	
	Learning Objectives	699		Solar Hot Water	732
	Fire Codes	699		Plumbing Fixtures	733
	Fire and Smoke Management	700		Review Questions	738
	Fire Management 700 Smoke Control Systems 701			Key Terms	739
	Fire-Suppression Systems	701		Activities	739
	Automated Water Sprinkler Systems 701 Sprinkler Heads 703	701		Additional Resources	739
	Foam Fire-Suppressant Systems 704 Gas Fire-Suppression Systems 705		Division 23	Heating, Ventilating, and	
	Dry Chemical Systems	705		Air-Conditioning CSI MasterFormat™	740
	Manual Fire-Suppression Systems	706		C31 Masterrormat	740
	Review Questions	708	Chapter 40	Heating, Air-Conditioning,	
	Key Terms	708	Chapter 40	Ventilation, and Refrigeration	741
	Activities	708		Learning Objectives	
	Additional Resources	708		HVAC Codes	741 741
District - 00	Discording to			Heat Balance	741
Division 22	Plumbing CSI MasterFormat™	709		Heat Transfer	741
	CSI Masteri Offiat	703		Sensible and Latent Heat	
Chapter 39	Plumbing Systems	710		Human Comfort	742
	Learning Objectives	710		Ventilation	743 743
	Plumbing Codes	710		Methods of Ventilation 745	743
	Potable Water Supply	710		Types of Air Filters 745	
	Potable Water Distribution Systems	711		Fuel and Energy Used for HVAC Coal 747	746
	Gas Distribution Systems	712			
	Piping, Tubing, and Fittings Pipe Connections 717 Water Pipe Fittings 718	713		Fuel Oil 747 Natural Gas 747 Propane and Butane 747 Solid Waste 747	

		The Absorption Chiller Refrigeration System Single-Effect Absorption Chillers 779 Double-Effect Absorption Chillers 779	779
7.40		Positive-Displacement Chillers	781
/49		Evaporative Air Coolers Direct Evaporative Air Coolers 781 Indirect Evaporative Air Coolers 781	781
753 754		Radiant Heating and Cooling Piping in Ceilings 782 Piping in Floors 782	782
		Electric Heating Systems	783
		Case Study: Hearst Tower	784
		Review Questions	785
760		Key Terms	786
		Activities	786
		Additional Resources	787
761			
763	Division 26	Electrical CSI MasterFormat™	788
	Chapter 41	Electrical Equipment and Systems	789
		• •	789
765		Electrical Loads	789
766		Ohm's Law 790 Conductors 790	789
768			791
700		•••	791
			791
		Electric Power Sources Hydroelectric Power Generation 791 Fossil Fuel-Powered Generators 792 Nuclear-Powered Generators 792	791
771		On-Site Power Generation Solar Energy 793 Wind Energy Systems 795 Cogeneration 795	792
772		Electrical Supply	796
		Electrical Distribution Systems	
773		in Buildings The Service Entrance 797	796
774		Switchgear and Switchboards	798
		Panelboards	798
		Electrical Power Conductors	800
777		Cables 801	
777		Flat Conductor Cables 802 Cable Bus and Busways 802	
	760 761 763 765 766 768 771 772 773 774	753 754 760 761 763 Chapter 41 765 766 768 7771 772 773 774	System Single-Effect Absorption Chillers 779 Double-Effect Absorption Chillers 779 Positive-Displacement Chillers Evaporative Air Coolers Direct Evaporative Air Coolers 781 Indirect Evaporative Air Coolers 781 Radiant Heating and Cooling Piping in Ceilings 782 Piping in Floors 782 Electric Heating Systems Case Study: Hearst Tower Review Questions Key Terms Activities Additional Resources 761 763 Division 26 Electrical CSI MasterFormat™ Chapter 41 Electrical Equipment and Systems Learning Objectives Electrical Loads Basics of Electricity Ohm's Law 790 Conductors 790 AC and DC Current Power and Energy Electrical Codes Electric Power Generation 791 Fossil Fuel-Powered Generators 792 Nuclear-Powered Generators 792 Nuclear-Powered Generators 792 Nuclear-Powered Generators 792 On-Site Power Generation Solar Energy 793 Wind Energy Systems 795 Cogeneration 795 Electrical Supply Electrical Distribution Systems in Buildings The Service Entrance 797 Switchgear and Switchboards Panelboards Electrical Power Conductors Cables 801 Flat Conductor Cables 802

xviii Table of Contents

	Raceways	802	Security Systems	828
	Cable Trays 802 Conduit 802		Telecomunications and Data Systems	828
	Meters	805	Review Questions	829
	Motor Control Centers	805	Key Terms	829
	Transformers	805	Activities	829
	Switches	806	Additional Resources	829
	Other Switches 807	800	Annendere	
	Overcurrent Protection Devices	808	Appendixes	
	Lighting Illumination Design Considerations 809	809	Appendix A: Level Two Numbers and Titles of the 2014 CSI MasterFormat™	830
	Lighting-Related Measurements Levels of Illumination 809	809	Appendix B: Division 1 General Requirements	852
	Measuring Illuminance Levels 811 Measuring Luminance 811		Appendix C: U.S. and Canadian Professional and Technical Organizations	855
	Glare 811 Reflection 811		Appendix D: Metric Information	871
	Construction Materials: Choosing Light and Color	812	Appendix E: Weights of Building Materials	873
	Room Cavity Ratio 812 Lighting Systems	813	Appendix F: Names and Atomic Symbol of Selected Chemical Elements	ls 875
	General Illumination 814 Task Lighting 814 Selective Lighting 814	013	Appendix G: Coefficients of Thermal Expansion for Selected Construction Materials	877
	Daylight Integration 815	015	Appendix H: Conversion Tables	878
	Lighting Control Systems	815	Glossary	883
	Types of Lamps Incandescent Lamps 816 Tungsten-Halogen Lamps 816 Fluorescent Lamps 817 High-Intensity Discharge Lamps 819 Light-Emitting Diodes 821	815	Index Construction Materials/Methods/ Techniques Construction Methods: Subcontractor	898
	Review Questions	821	Agreements	15
	Key Terms	821	Construction Materials: Composite	
	Activities	822	Materials	53
	Additional Resources	822	Construction Techniques: Blasting	71
Division 28	Electronic Safety and Security	Cen	Construction Materials: Supplementary Cementing Materials (SCMs)	111
Chapter 42	CSI MasterFormat™ Electronic Signal and Security	823	Construction Materials: Strip-Applied Waterstops	156
chapter 42	Systems	824	Construction Materials: History of Aluminum	270
	Learning Objectives	824	Construction Methods: Fasteners	
	Automatic Fire Detection and Alarm Systems	824	for Metal-Building Construction Construction Materials: Sustainable	299
	Security Systems Surveillance Systems 826 Access Control Systems 826	826	Forestry Construction Methods: Optimum Value	344
	Electronic Monitoring and Control	827	Engineering	385
	Construction Techniques: Home	01/	Construction Techniques: Metal Fasteners	407

Table of Contents xix

Construction Materials: Superinsulatio	n 453	Case Studies	
Construction Techniques: Waterproofing Tips	468	Case Study: Heifer International Headquarters	42
Construction Methods: Green Roofs Construction Techniques: Testing for	507	Case Study: Chicago Center for Green Technology	86
Lead Paint Construction Materials: Security	593	Case Study: University of Florida Rinker Hall	199
of Valuables Construction Techniques: Solar	657	Case Study: Aldo Leopold Legacy Center	368
Hot Water Construction Methods: Building	732	Case Study: GSW Administration Building	554
Commissioning Construction Materials: Choosing	766	Case Study: Denver International Airport	670
Light and Color	812	Case Study: Bronx Zoo Eco-Restrooms	725
Construction Techniques: Home Security Systems	828	Case Study: Hearst Tower	784

INTENT OF THIS BOOK

This book is designed to support introductory courses on construction materials and methods, construction management, and professional programs in architecture at two-year and four-year universities. The text follows the logical progression of the construction sequence, with reference to the 2004 edition of the MasterFormat™, developed by the Construction Specifications Institute and Construction Specifications Canada. Students are able to develop a foundation of knowledge pertaining to individual building components and details, their performance requirements, process of manufacture and assembly, and systematic organization into various building assemblies. The text also gives insight into current best practices in the construction industry.

PREFACE TO THE FOURTH EDITION

This fourth edition of Construction Materials, Methods and Techniques has been updated to incorporate the latest advances in materials science, and construction methods and techniques. This revision continues to integrate sustainable construction innovations holistically into the larger construction context. Green, or High-Performance Construction seeks to mitigate the negative impacts of inefficient construction practices by promoting strategies that will conserve natural resources, advance energy and resource efficiency, deal responsibly with waste, and create healthy environments.

Sustainable construction is no longer a unique means of building, but rather an integral part of how the industry is now operating. Cutting-edge building materials, systems, and construction practices have been added to the existing knowledge in each chapter. In addition, new case studies of individual buildings that exemplify sustainable construction materials and technologies have been added. This book has been thoroughly updated and revised to remain current with industry technologies and standards:

The U.S. Green Building Council and LEED V.4 rating system

- Effective construction planning for efficient material use
- Environmentally friendly building materials with emphasis on recycled content and materials that promote manufacturer, contractor, and occupant health
- Energy-efficient environmental systems
- Sustainable construction operations and practices
- New organizations and resources actively providing metrics and research

HOW TO USE THIS BOOK

This text provides a detailed view of modern construction methods and building systems and the vast array of materials and products provided by manufacturers supplying the construction industry.

The first part of the text gives a brief overview of the basic characteristics and procedures of the construction industry. Pre-construction activities, the role of design professionals, various project delivery methods, and the MasterFormatTM specification system are covered. A discussion of zoning and building codes is followed by information about some of the industry's major professional and technical organizations. A section on sustainable design and construction discusses the environmental impact of the construction industry and provides an introduction of LEED and other sustainable building certification systems.

Early in the book, the physical properties of construction materials are outlined. This overview relates to all of the materials in the remainder of the book. New materials are developed each year, and the architect, contractor, and engineer must be informed of their properties in order to use these materials in the most effective and safe manner.

The remainder of the text is organized following selected divisions of the 2004 Edition of the MasterFormat TM .

Division 1 addresses general requirements, including activities such as contractor selection, price and payment procedures, administrative requirements,

Preface xxi

and various legal controls and requirements. Additional details are given in Appendix B.

Division 2 outlines the existing conditions present on a project site, their assessment, and technologies available for remediation.

Division 3 presents a detailed study of the manufacture, types, characteristics, and properties of concrete. Consideration of the impact of admixtures, proportions, water, mixing, placing, and curing is included. Emerging technologies, such as smog-eating and bio-concrete, have been added. Drawings and photos are used extensively to illustrate cast-in-place and precast concrete structural systems.

Division 4 includes detailed information on mortar, the key to durable masonry construction. The materials, manufacturing processes, and construction techniques utilized in clay brick, concrete masonry, and stone construction are explained in detail and generously illustrated.

Ferrous and nonferrous metals are presented in Division 5. Their characteristics, mechanical properties, and practical applications are discussed. Steel frame and pre-fabricated construction systems and details are illustrated.

One of the largest divisions in the book, Division 6, covers the vast array of wood and plastic materials that are used in construction. Their properties, characteristics, and recommended applications are explained. Several chapters detail wood structural framing systems, including light wood frame, heavy timber, and innovative new panelized assemblies. The remainder of this division is used to present information on composites and plastic materials that find frequent use in modern construction.

Insulating, waterproofing, and sealing buildings against the weather are covered in Division 7. Structures are exposed to a variety of weather extremes, including temperature swings, driving rain and wind, and subsurface water. Walls, ceilings, and floors must be properly insulated and sealed against moisture penetration. Bituminous materials, bonding agents, sealers, and sealants are covered. Details, components, and materials commonly used for both residential and commercial roofing systems conclude this division.

The types, styles, methods of operation, and materials used for doors and windows are expanding continuously. Many of the products currently employed are illustrated in Division 8, in addition to stock and custom-made storefronts. Glass is

used extensively in façade and window assemblies, so the types, properties, and uses of the numerous glass products available are discussed. New and innovative glass products are increasing the range of uses and applications of the material in modern commercial construction. Finally, an entire chapter is devoted to discussing and illustrating various types of cladding systems that find common use in commercial buildings.

Finishing the interior of a building involves an incredibly diverse range of products in any area of construction. Division 9 includes interior finishes; decorative and protective coatings; gypsum, lime, and plaster products; acoustical finishes and materials; and all types of finish flooring. The construction and finish of interior walls, partitions, and ceilings, and their properties and fire resistance are integrated.

Division 10, 11, and 12 cover the variety of specialty products, equipment, and furnishings that find use both within buildings and on project sites. Examples include visual displays, telephone enclosures, vending equipment, casework and furniture.

A most interesting compilation of special construction assemblies are found in Division 13. Special structural systems refer to innovative long-span structures that are used to provide enclose for a variety of activities. This division discusses and illustrates a diverse offering, including air-supported and fabric structures, geodesic domes, and other pre-engineered assemblies.

Division 14 discusses and illustrates the range of conveying systems in current use, including conveyors, elevators, escalators, moving walks, and material-handling systems.

Division 21 organizes the many complex factors related to the regulation, operation and maintenance of fire-suppression systems, including installation, instrumentation, and control. Water, carbon dioxide, clean-agent, wet chemical, and dry chemical fire-extinguishing systems are explained.

A basic need for a successful building is a well-functioning plumbing system. Division 22 summarizes the system of pipes and other devices installed in a building for the distribution of potable water and the removal of waterborne wastes. Innovative new technologies and fixtures for a variety of applications are outlined.

Division 23 is a very large division including heating, ventilating, and air-conditioning systems. Basic methods of heat transfer, the fuels employed, and the

xxii Preface

types of heating and cooling systems and equipment are explained and illustrated.

Electrical distribution systems inside a building supply electrical power as needed and transmit information through an internal communications system. Division 26, Electrical Systems, carries the discussion from the generation and transmission of electrical power to the service components in both residential and commercial buildings. Renewable power systems are illustrated, and extensive information on lighting technologies is accessible. Equipment for controlling and operating the electrical system, as well as equipment used for communication, such as alarm, television, public address, and other communication systems, is presented.

Division 28 covers the various electronic safety and security systems in buildings and related exterior areas where security is important. Video surveillance and personal protection systems are included, as are electronic detection and alarm systems for fire detection.

Division 31 encompasses the wide range of site construction activities, including soils and subsurface investigations, site preparation, excavations, earthwork, foundations, and the installation of utilities and drainage systems.

At the end of each chapter are materials providing the reader with a means of reviewing what has been read and reinforcing the learning experience. Key terms are listed. Sources of additional information are provided to enable the reader to explore areas in greater depth.

A master glossary at the end of the book provides an additional means of locating definitions. Appendix A provides the Master Format numbering system in its entirety. Appendix B provides details concerning the information in Division 1, General Requirements. Appendix C provides an extensive listing of U.S. and Canadian professional and trade organizations. These organizations provide information that is vital to the continual improvement of materials and construction techniques. They develop materials standards and installation specifications, and publish building codes, manuals, and technical reports on an ongoing basis. Readers can reference this information to provide additional insight as the chapters in this book are read. Detailed metric information is available in Appendix D. This information is essential because construction is moving toward using the metric system in the future. Appendix E lists the weights of commonly used construction materials. Appendix F gives the names and atomic symbols of selected chemical elements, and Appendix G provides data on the coefficients of thermal expansion of selected construction materials.

FEATURES OF THIS BOOK

This book includes many features to assist students as they progress through the chapters:

- Correlations to the MasterFormat[™] are included at the beginning of each chapter, providing students with a quick reference to this essential manual.
- Individual case studies provide examples of the application of new construction materials and strategies.
- Inserts on Construction Materials, Methods, and Techniques provide detailed information on selected areas of interest.
- Learning Objectives and Review Questions open and close each chapter to provide students with a framework for study to ensure full comprehension of the material.
- Key Terms are in color throughout the text and are listed at the end of each of the chapters, highlighting essential terminology. Complete definitions are provided in the Glossary.
- Activities encourage students to apply what they have learned in the chapter and to build experience for actual on-the-job tasks.
- Additional Resources are listed at the end of each chapter that point students in the direction of organizations, periodicals, Web links, and other references to further learning on selected topics.

NEW TO THIS EDITION

This new edition emphasizes innovative materials and technologies that encourage the student of construction to aggressively deal with the challenges of a changing industry. In light of advances in the field, many topics have been updated whereas others have been reorganized. New topics include:

- An expanded discussion of moisture transfer within assemblies and the technologies available to effectively control it.
- The addition of door and window nomenclature and the hardware associated with their installation.
- Additional information on new cladding technologies, including structural glazing, structural standoff systems, and new metal panel assemblies.
- A new section on fire and smoke management in buildings.

Preface xxiii

- New information on recent advances in telecommunications and data systems.
- Additional Case Studies, including the Omega Center, The Passive House, and the Lewis Center for Environmental Studies, provide detailed information on the application of emerging sustainable construction technologies.
- The entire text has been updated with extensive new photos and revised detail drawings of the construction process for various assemblies.

SUPPLEMENTS

Instructor Companion Site

Spend less time planning and more time teaching with the **Instructor Companion Site**: Everything you need for your course in one place! This collection of book-specific lecture and class tools is available online via www. cengage.com/login. Access and download PowerPoint presentations, images, instructor's manual, and more.

Cengage Learning Testing Powered by Cognero

The Instructor Companion Site features Cengage Learning Testing Powered by Cognero. This flexible, online system allows you to:

- author, edit, and manage test bank content from multiple Cengage Learning solutions
- create multiple test versions in an instant
- deliver tests from your LMS, your classroom or wherever you want

Start right away!

Cengage Learning Testing Powered by Cognero works on any operating system or browser.

- No special installs or downloads needed
- Create tests from school, home, the coffee shop anywhere with Internet access

What will you find?

- Simplicity at every step. A desktop-inspired interface features drop-down menus and familiar intuitive tools that take you through content creation and management with ease.
- Full-featured test generator. Create ideal assessments with your choice of fifteen question types (including true/false, multiple choice, opinion scale/likert, and essay). Multi-language support, an equation editor

- and unlimited metadata help ensure your tests are complete and compliant.
- Cross-compatible capability. Import and export content into other systems.

MindTap

MindTap is a personalized teaching experience with relevant assignments that guide students to analyze, apply, and improve thinking, allowing you to measure skills and outcomes with ease.

- Personalized Teaching: Becomes yours with a Learning Path that is built with key student objectives. Control what students see and when they see it. Use it as-is or match to your syllabus exactly hide, rearrange, add, and create your own content.
- Guide Students: A unique learning path of relevant readings, multimedia, and activities that move students up the learning taxonomy from basic knowledge and comprehension to analysis and application.
- Promote Better Outcomes: Empower instructors and motivate students with analytics and reports that provide a snapshot of class progress, time in course, engagement and completion rates.

ABOUT THE AUTHORS

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The information presented in this book was secured from a wide range of manufacturers, professional and trade associations, government agencies, and architectural and engineering consultants. In some cases, generalized or generic examples are used. Every effort was made to provide accurate presentations. However, the author and publisher assume no liability for the accuracy of applications shown. It is essential that appropriate architectural and engineering staff be consulted and specific information about products be obtained directly from manufacturers.



010

Procurement and Contracting Requirements CSI Master Format™

00 10 00 Solicitation

00 20 00 Instructions for Procurement

00 30 00 Available Information

00 40 00 Procurement Forms and Supplements

00 50 00 Contracting Forms and Supplements

00 60 00 Project Forms

00 70 00 Conditions of the Contract

00 90 00 Revisions, Clarifications, and Modifications



O1

General Requirements

01	00	00	Summary
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01 20 00 Price and Payment Procedures

01 30 00 Administrative Requirements

01 40 00 Quality Requirements

01 50 00 Temporary Facilities and Controls

01 60 00 Product Requirements

01 70 00 Execution and Closeout Requirements

01 80 00 Performance Requirements

01 90 00 Life Cycle Activities



The Construction Industry: An Overview

LEARNING OBJECTIVES

Upon completion of this chapter, the student should be able to:

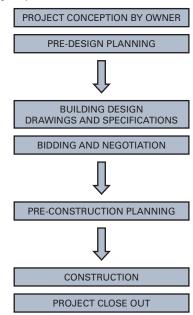
- Gain an understanding of the scope of the construction industry.
- Identify the different phases and activities that make up the building design and construction planning process.
- Recognize the types of drawings and specifications used in a set of construction documents.
- Be familiar with the roles and responsibilities of owners, architects, and contractors.
- Recognize the make-up and organization of construction documents.
- Categorize the types of project delivery methods used in commercial construction and how they are administered.
- Describe the phases and administrative procedures that serve to organize the on-site construction phase.

The construction industry is one of the largest business activities in the United States, encompassing establishments engaged in the construction of buildings and larger engineering projects, such as roadways and utility infrastructure. Construction with all of its related and supporting industries is vital to the economic health of the country, accounting for an annual average of 5 to 10 percent of our gross domestic product.

Compared with other large industries, some characteristics are unique to the planning of buildings and infrastructure. Most new buildings are custom designed and constructed, involving long development schedules. Because each project is site specific, its execution is influenced by physical, social, and regulatory conditions, such as weather, availability of skilled workers, and local building codes. Since the service life of a commercial building can be more than 50 years, future technical requirements must be considered throughout the planning process. Because of the technological complexity of construction, building plans must be flexible enough to allow for changes and adjustments both during construction and after.

The process by which a building or other project is designed and constructed can be divided into four discreet project phases (Figure 1.1). The *pre-design phase* sets the initial objectives and criteria under which a building will be planned. The *design phase* determines the actual geometry, materials, and performance characteristics of the finished structure. The preconstruction phase selects the

Figure 1.1 The process by which a building or other project is designed and built can be divided into four discreet project phases.



various project participants and outlines their contractual agreements. Finally, the *construction phase* is involved with the physical realization of the finished building.

CONSTRUCTION: A DYNAMIC INDUSTRY

The construction industry is divided into three major areas: building construction, heavy or infrastructure construction, and industrial construction (Figures 1.2 through 1.4). Building construction involves the erection of a building on a piece of property. This includes residential, commercial, civic, educational, religious, and agricultural buildings, among others. While many building projects consist of new construction, a considerable amount of construction activity is concerned with the renovation, repair, or the provision of additional space for existing buildings. *Heavy construction* is the term used for larger infrastructure projects, such as highways, bridges, canals, dams, subways, tunnels, utility piping systems, water control construction, and communications networks. Heavy construction projects are usually financed by governmental agencies and other institutions, or are incorporated into master plans (such as universities) to serve the public good. Industrial construction refers to the building of large-scale manufacturing, and processing plants or utility generation installations. Regardless of the type

Figure 1.2 Building construction involves the erection of a building on a piece of property.



Figure 1.3 "Heavy construction" is the term used for larger infrastructure projects, such as highways, bridges, and canals.



Figure 1.4 "Industrial construction" refers to the building of large-scale manufacturing, processing, and other mechanized plants, or utility generation installations.



of construction, each requires planning, financing, and compliance with regulatory constraints.

All construction involves the confluence of skilled workers, architects, engineers, and a vast array of materials and equipment to execute a carefully conceived plan. Supporting them is a broad range of industries that manufacture the materials and components designated for a project. These can include suppliers of aggregate and cement products, manufacturers of lumber, structural beams, doors and windows, siding, roofing, and finish materials, and dealers of appliances and mechanical equipment (Figure 1.5). Many manufacturing endeavors involve the cutting, shaping, and assembling of various materials into a useful product. Each product area has a tremendous variety of materials and installation methods, requiring extensive technical expertise. Consider just the electrical and mechanical components involved in servicing a building and the procedural knowledge required to design, specify, manufacture, and install them.

Figure 1.5 The construction industry is supporting by a broad range of industries that manufacture the materials and components designated for a project.



Construction materials and methods are constantly changing fields with new products and equipment being developed continuously. The people involved in construction must be educated and constantly kept up to date as new materials and methods of construction are introduced. They need to maintain membership in professional organizations, attend conferences, and read professional journals to recognize the value of new technical developments and their proper application.

The industry is currently in the midst of profound changes caused by unprecedented environmental forces that are reshaping all areas of production. The most important challenge of the twenty-first century is to develop strategies of using natural resources in ways that will sustain the natural environment for generations to come. The importance of the construction industry instituting changes that promote both energy and resource efficiency cannot be overstated and will be discussed in detail in Chapter 2.

PRE-CONSTRUCTION ACTIVITIES

Owners, both public and private, plan buildings and other construction projects to accommodate desired functional and spatial needs. The design and construction of a building project is the result of the collective ideas, talents, and services of a large and diverse group of professionals. A vast array of planning decisions must be made at the onset of any construction project. These include an evaluation of the vision for a project, its scope, functional requirements, the determination of a site, budgets and financing, project scheduling, and assurance that regulatory constraints such as zoning and code regulations will be satisfied.

One of the first tasks in commencing larger construction project is in the selection of the project team participants. Members of this multi-disciplinary group are selected based on their professional standing, experience with projects of similar size and scope, and sometimes, previous working collaboration among the various team members (Figure 1.6). The established project team works together in developing a project plan that addresses the roles and responsibilities of each member, and identifies at what point in the process each member will join in the work.

Figure 1.6 The design and construction of a building project is the result of the collective ideas, talents, and services of a large and diverse group of professionals.



Regardless of size, the three main players in any construction team are:

- The owner that initiates the project
- The architect and engineers who design the building
- The general contractor who completes the actual construction

Supporting these main players is a team of other professionals, each involved with particular aspects of the larger project. These include:

- Consultants that provide professional services to the architect, contractor, or owner
- Subcontractors who perform portions of the work under the direction of the general contractor. Product representatives who assist with submittals and furnish field services such as providing consulting and inspecting the installed work
- Manufacturers who produce materials or products, and material suppliers who furnish materials and products of construction
- Testing laboratories and inspection agencies provide quality control services to the owner and contractor
- Financial advisers and institutions that arrange the project financing, and attorneys who coordinate the legal and contractual issues of the project
- Insurance companies that provide risk coverage to the owner, contractor, and design consultants
- Authorities and regulatory agencies that have jurisdiction over the construction and establish standards in the form of codes, ordinances, and permits

Once the project team is established, it begins the investigation of the multitude of project parameters required for the development of project definition and feasibility, referred to as the pre-design phase.

Pre-Design and Design Development

Owners most often procure the services of an architect or an architect/engineering/contracting firm (AEC) to help in the development of project definition and feasibility. Once an architect or AEC firm has been identified, the pre-design portion of the work can begin. In this phase, the architect, other design consultants, and the owner mutually determine the goals and objectives of the project. Most projects begin with a thorough examination of the existing needs, goals, and constraints that will influence a design. *Programming* is the research and decision-making process that determines the specific set of needs that a building is expected to fulfill, and identifies the scope of work to be designed.

Design sketches and feasibility studies are developed as a series of alternatives for approval by the owner. Early design efforts focus on establishing what is known as the design intent. *Design intent* is a statement that defines the anticipated aesthetic, functional, and performance characteristics of the finished building or project.

Functional and spatial requirements, including sizes and adjacencies of spaces, are defined and tabulated. The architect will conduct initial checks that zoning and building code requirements can be met within the design concept. Surveys and drawings of existing conditions are obtained or prepared. The result of pre-design work will be a written program. A program is a written document that explains design intentions, controls, and standards for a project, including detailed space requirements and the types of equipment and systems to be used. This phase is complete when the owner and architect agree that the scope of work, anticipated construction cost, and time schedule are well defined.

During design development, initial design ideas are further developed into detailed drawings of the building, indicating exact sizes and relationships between building elements. Architects use a system of orthographic drawings of a building or structure to simplify the graphic understanding of complex forms. The *floor plan* is a representation of a building looking down after a horizontal plane has been cut through it and the top portion removed (Figure 1.7). A *building section* gives a view of a building after a vertical plane has been cut through it and the front portion removed (Figure 1.8). An *elevation* drawing shows the exterior façade of a building, delineating geometries and the materials of construction (Figure 1.9).

Since plans, sections, and elevations cannot show all the specific aspects of the construction, larger-scale detail drawings are used to explain the joining of materials, elements, and components of the various building assemblies. Detail drawings are keyed into plans and sections drawings to give more information on the specific means of assembly. Other information included in the drawings are schedules that reduce the amount of information that must be placed directly on the drawings themselves. Door and window schedules, for instance, use graphic symbols on the plan drawings that are keyed into a schedule, a table format that lists the type, size, and operating characteristics of each element. Schedules are also used for interior finishes, partition types, and structural elements of a building.

Most architectural drawings generated today use a system of *computer-aided drafting*, known as CAD. Before the advent of CAD, drawings were painstakingly generated by hand, and making significant changes to the drawings was difficult and time consuming. CAD software enables the design team to efficiently create and manage modifications to the architectural drawing set. The use of the software also facilitates effective communication between the various consultants on a project through digital file sharing.

Figure 1.7 The floor plan is the most-often-referred-to drawing in a set of construction documents showing the relationship of spaces and overall building dimensions.

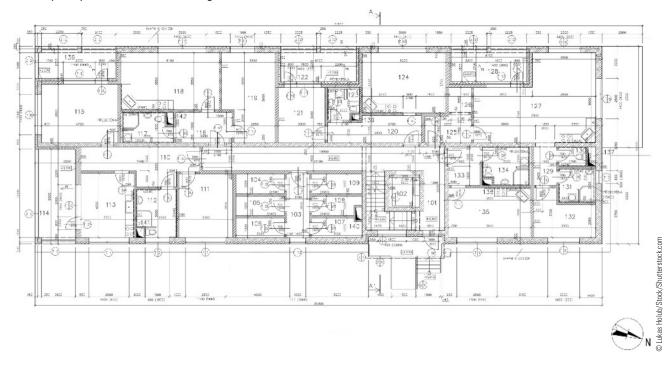
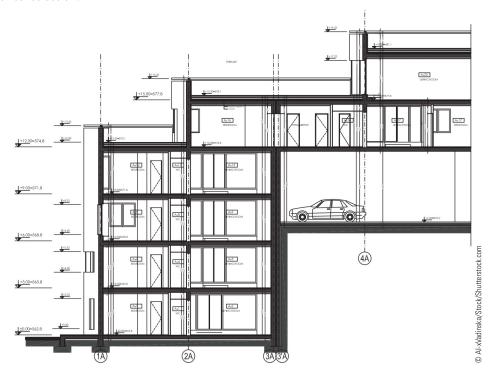


Figure 1.8 A building section graphically illustrates a cut through the building from foundation to roof, showing interior spaces and the materials of construction.



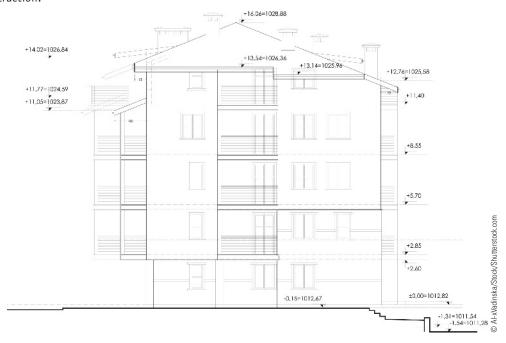


Figure 1.9 An elevation drawing shows the exterior façade of a building, delineating geometries, building heights, and the materials of construction.

Because of the multitude of systems under consideration at this stage, the architect will normally hire the services of other design consultants in the development of systems. Structural, mechanical, electrical, plumbing and civil engineers, fire protection consultants, interior and landscape designers, and cost-estimating consultants are common on most projects of larger scale. Depending on the type of building being designed, other specialty consultants, such as traffic and parking consultants, lighting designers, or acoustical specialists, may be brought into work with the team. During this stage of the work, most substantive decisions regarding the structural frame, mechanical systems, materials, and construction methods are determined. If a contractor for the project has been selected, it is advisable to include them in the development of solutions for constructability and other technical aspect of the construction.

Building Information Modeling

Efforts are currently under way to develop new ways of managing the complexity of the interdisciplinary information that goes into the design and construction phase activities of a building. The National Institute of Building Sciences (NIBS) has formed the buildingSMART alliance, whose aim is to optimize a computer software system that standardizes the design, construction,

operation, and maintenance process for buildings by compiling all of the related information in a single electronic format. The software, known as *Building Information Modeling (BIM)*, has revolutionized the way buildings are designed, constructed, and maintained. Architects and engineers use BIM to generate a three-dimensional model of a building with embedded links to other project information. In its current state, BIM has a range of capabilities, including drawing, construction estimating and scheduling, interdisciplinary coordination, and generating fabrication protocols. BIM also runs analysis of structural design solutions, building code compliance, projected energy performance and consumption models, and daylight penetration (Figure 1.10).

The buildingSMART alliance publishes the National BIM Standard – United States® which consists of nineteen reference standards, terms, and definitions; nine information exchange standards; and eight practice guidelines to support users in their implementation of BIM .

The use of the Building Information Modeling system results in enhanced efficiencies during the construction process itself. Construction methods, sequences, and details can be studied using the modeling process, resulting in fewer mistakes, fewer changes, and, ultimately, shorter construction schedules. The software allows for complete material takeoffs to be generated, eliminating the painstaking process of calculating material quantities

Figure 1.10 A BIM model illustrating the capability of visualization and analysis of various building systems.

by hand. By designing in a three-dimensional model systems, integration can be visualized and better coordination realized. Information from models can be fed directly to material fabricators, eliminating the need for shop drawings and ensuring tight dimensional tolerances. Students of construction should become familiar with the BIM software, because its use in the construction industry is becoming widespread.

Construction Documents

Once all basic decisions have been approved by the owner, the architect and consultants will commence with the final phase of the design process, the preparation of construction documents. *Construction documents* (CD) consist of two interdependent components: the drawings and the specifications.

Construction drawings, sometimes referred to as working drawings, visually outline the dimensional relationships between all aspects of the building including their location, form, size, and quantities, as well as the materials used, and their colors and textures. Working

drawing sets are organized from the general overall building plans, sections, and elevations, down to the level of the detail, indicating fasteners and connections. Full drawing sets are collated according to discipline and include civil, architectural, structural, mechanical, electrical, and plumbing (MEP), and fire protection sheets, among others (Figure 1.11). The drawings are the basis on which the contractor generates cost estimates, and are used to guide the actual construction of the building on the site.

Since working drawings cannot give all of the details involved in describing the quality and performance characteristics of specific materials, construction methods, and project procedures, the construction documents include a written manual called the specifications. The *specifications* describe in writing more detailed information on the exact types of materials to be used and the ways in which construction processes are conducted. The drawings graphically indicate the relationship between elements, while the specifications spell out the specific types, qualities, and properties of those materials; their installation; and other information not shown in the drawings.