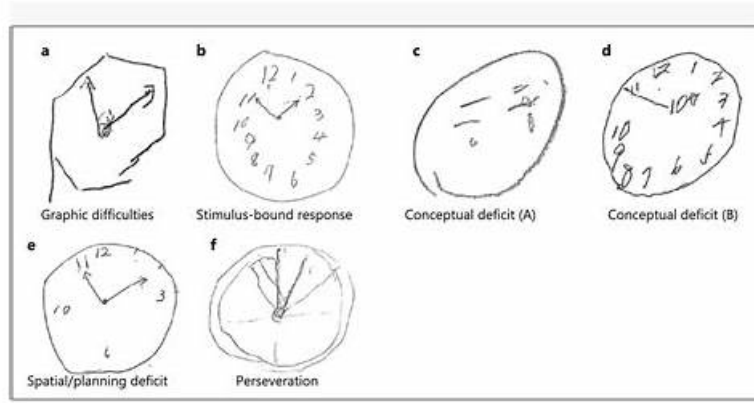


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Construction Specifications Institute Construction Documents Technologist Sample Questions (Q53-Q58):

NEW QUESTION # 53

A facility manager needs to replace a broken insulated glazing unit in an existing facility. Which source would be most appropriate for determining where and how to order the new unit?

- A. Manufacturer's representative
- B. Project manual
- C. Record drawings
- **D. Record submittals**

Answer: D

Explanation:

Comprehensive and Detailed Explanation From Exact Extract (CSI-based)

CSI's guidance on project record documents distinguishes between several types:

- * Record drawings - show what was actually installed (dimensions, locations, configurations).
- * Record specifications/project manual - the written requirements for the work, as issued and modified.
- * Record submittals - approved shop drawings, product data, and samples documenting the actual products and systems installed, including manufacturer names, model numbers, finishes, and installation instructions.

For replacement of a specific product, such as a broken insulated glazing unit, CSI instruction is that the most precise source is record submittals (Option D). These typically contain:

- * The exact manufacturer selected.
- * Product line, model number, glass type, coatings, spacers, gas fill, etc.
- * Any special fabrication notes or custom sizes.
- * Contact information or catalog data to facilitate reordering.

This is exactly the information a facility manager needs to "determine where and how to order" the replacement unit. That is why CSI emphasizes maintaining record submittals as part of the owner's permanent facility information.

Why the other options are less appropriate:

* A. Record drawings Record drawings (sometimes called "as-built" drawings) can provide size and location of the glazing unit, and possibly indicate type (e.g., "insulated glazing unit"). However, drawings rarely show the precise product manufacturer and model; at best, they reference detail markers or generic notes. They are helpful for field measurement and coordination, but not ideal for identifying the exact product to order.

* B. Manufacturer's representative A manufacturer's rep can help once you know the manufacturer and product, but first you need to identify which manufacturer and model were actually installed.

Without the record submittals or similar documentation, the rep would be guessing. CSI places the identification of the installed product squarely in the realm of record submittals.

* C. Project manual The project manual (including the specifications) usually lists acceptable manufacturers and products, or performance requirements, but it does not necessarily tell you which one was actually used. If multiple manufacturers or options were permitted, the project manual alone cannot identify the exact unit to reorder.

Thus, under CSI's treatment of project record documents and facility information, record submittals (Option D) are the best and most appropriate source for ordering an exact replacement product.

CSI reference concepts:

* CSI Project Delivery Practice Guide - sections on "Project Closeout" and "Record Documents," explaining the distinct roles of record drawings and record submittals.

* CSI CDT Study Materials - topics describing record submittals as the owner's record of actual installed products, used for maintenance and replacement.

NEW QUESTION # 54

Cost classification, data organization, and specifications use which written formats?

- A. OmniClass and UniFormat
- B. SectionFormat and MasterFormat
- C. UniFormat and MasterFormat
- D. OmniClass and MasterFormat

Answer: C

NEW QUESTION # 55

During the bid period, what does the architect issue if it is necessary to modify the procurement documents?

- A. RFI response
- B. Addenda
- C. Construction change directives
- D. Change order

Answer: B

Explanation:

Comprehensive and Detailed Explanation From Exact Extract (CSI-aligned, paraphrased) CSI distinguishes clearly between procurement-phase modifications and construction-phase changes:

* During procurement (bidding/negotiation), the documents used for pricing and proposing work are called procurement documents (instructions to bidders, bid forms, drawings and specifications issued for bid, etc.).

* If these need to be clarified, corrected, or modified before bids are received, the architect/engineer issues an addendum.

An addendum:

- * Is a written or graphic modification to the procurement documents issued before the execution of the contract.
- * Becomes part of the procurement documents and, once the contract is formed, part of the contract documents.
- * Must be issued to all known prospective bidders to maintain fairness and keep everyone pricing the same requirements.

By contrast:

* Construction Change Directive (CCD) and Change Order are used after the contract is executed, to modify the contract documents during construction (scope, cost, or time).

* An RFI response answers a bidder's or contractor's question, but if the answer changes the procurement/contract requirements, it must be formalized by addendum (before award) or change order/CCD (after award), not just left as an informal answer.

Therefore, the correct instrument during the bid period to modify procurement documents is:

* A. Addenda

Key CSI-Related References (titles only, no links):

* CSI Project Delivery Practice Guide - chapters on Procurement, Addenda, and pre-award communications.

* CSI Construction Specifications Practice Guide - Division 00 discussions of Instructions to Bidders and Addenda.

* CSI CDT Study Materials - definitions of Addenda vs. Change Orders vs. Construction Change Directives.

NEW QUESTION # 56

What does Divisions 02-49 of the construction project manual address?

- A. Procurement instructions
- **B. Distinct work results areas**
- C. Temporary facilities and controls
- D. Life cycle activities

Answer: B

NEW QUESTION # 57

To obtain progress payments, the contractor must submit an application for payment itemized in accordance with what?

- A. The subcontractor's invoices
- **B. The schedule of values**
- C. The percentage of completion
- D. The construction schedule

Answer: B

Explanation:

CSI describes the schedule of values as the breakdown of the contract sum allocated to portions of the work (often by specification section, building system, or major components). It is used as the basis for reviewing progress payments.

In CSI-aligned practice:

* Before the first application for payment, the contractor submits a schedule of values to the A/E for review.

* Each line item represents a portion of the work with an assigned dollar amount.

* Every application for payment is itemized against that schedule-showing the percentage complete and corresponding dollar amount for each item.

Thus, the contractor's application is organized and itemized in accordance with the schedule of values, enabling the A/E and owner to evaluate progress in a consistent, transparent way. That matches Option C.

Why the others are incomplete or incorrect in this context:

* A. The construction schedule - The construction schedule shows time and sequencing, not the cost breakdown used to itemize payment requests.

* B. The subcontractor's invoices - These may support the contractor's internal accounting but do not define how the application for payment must be structured for the owner.

* D. The percentage of completion - Percentage of completion is important, but it is applied to each line item in the schedule of values. The question asks what the application must be itemized in accordance with, which is the schedule of values, not just percentages.

CSI-aligned references (no URLs):

* CSI Project Delivery Practice Guide - sections on construction phase payment procedures.

* CSI CDT Body of Knowledge - payment applications and use of schedule of values.

* Standard conditions of the contract as discussed in CSI materials - provisions on progress payments.

