 Objectives:

The objective of commissioning is to provide documented confirmation that the new hospital facility fulfills the functional and performance requirements of the project specifications and owner / governing and licensing bodies, occupants, and operator’s requirements.

To reach this goal, it is necessary for the commissioning process to establish and document Owner’s Project Requirements which defines the design intent of the project including system function, performance, and maintainability criteria. The commissioning agent is expected to implement and manage a process that verifies and documents compliance with the established

criteria throughout construction, start-up, and the initial period of operation. The process shall include but not be limited to, the completion of operation and maintenance (O&M) manuals, as well as training of the building operators on system operation to ensure the building continues to operate as intended.

University Medical Center is requesting Qualifications for commissioning process including Certified Commissioning Agents serving as independent, who bring the appropriate healthcare experience and not affiliated or associated in any way with either the design team or the contractor.

# The Goals of the Commissioning Process shall Include but not be limited to:

* To assure the new systems will operate and perform within its engineered parameters.
* Verify that all scheduled Systems Work as Intended in the OPR Test for systemic problems, and to ensure systems provide appropriate value and performance.
* Verify all interconnected systems are integrated and functioning optimally.
* Verify Documentation Is Provided to Owner, including but not limited to documentation regarding the design, construction, and the results of all testing are provided.
* Ensure continuous operation of systems and streamlines continued maintenance.
* Verify maintenance personnel are trained on systems Comprehensive training is provided to all personnel, including how to use ensure optimal performance and efficiency, identify errors and issues, and perform preventative maintenance.

# Commissioning Scope of Services:

1. Commission the systems per Associated AABC Commissioning Group (ACG) Commissioning Guideline.
2. Prepare the Commissioning Plan with the Owner’s and Contractor’s review and input.p
3. Prepare an outline of the commissioning activities required on the project with durations and predecessors; coordinate with the Contractor to ensure all commissioning activities are integrated into the Master Project Schedule.
4. Periodically attend and/or review the proceedings of the regular Construction Meetings hosted by the Contractor to understand the progress of construction activities on the project.
5. Conduct and document Commissioning Team meetings including the Commissioning Kickoff Meeting.
6. Perform site visits as necessary to observe component and system installations prior to energizing or start-up of equipment and systems.
7. Review and comment on product data and shop drawing submittals and coordination drawings applicable to systems being commissioned.
8. Following submittal review and approvals by the A/E team, review the sequences of operation and coordinate with the Contractor and A/E Team in order to prepare the Functional Performance Test procedures (FPTs) and/or Integrated Systems Tests (ISTs) procedures as applicable.  Submit to the Owner and Contractor for review and comment prior to facilitating FPTs and/or ISTs on the project.
9. Upon written notice that equipment or systems are ready for initial energizing or start-up, review the progress of the System Verification Checklist(s) for the respective systems and components and ensure that all requirements have been completed by the Contractor to permit energizing or start-up in accordance with the project documents; CxA shall issue written notice to the Owner and Contractor that equipment is ready to energize or start-up.  CxA will witness and ensure proper documentation is provided by the Contractor for major equipment energizing and start-ups as executed by the Contractor with appropriate notice as indicated herein.
10. Witness, verify, and document results of FPTs and/or ISTs as applicable.
11. Coordinate resolution of deficiencies identified during site observations, equipment energizing or start-up, Functional Performance Testing, Integrated Systems Testing, Deferred Testing, and during the warranty period.
12. Review the Operating and Maintenance (O&M) documents to ensure that as-built information and correct data is included prior to the Owner Training sessions; review final O&M submittal to ensure compliance with the requirements in the project documents and provide written comments to the Owner.
13. Review the Contractor’s Training Plan and individual training agendas for compliance with the requirements in the project documents.  Recommend acceptance to the Owner prior to the Contractor scheduling training sessions with the Owner.  Review the attendance and content of the training sessions to ensure the requirements of the project documents are completed.  Conduct a survey of the Owner’s personnel to evaluate the effectiveness of the Owner Training.
14. Compile the Final Commissioning Process Report and submit to the Owner for review and approval.

End of Document