

**PART 1 - GENERAL****1.1 SUMMARY**

- A. This Section establishes the procedures required for acceptance of infrastructure, systems, and equipment (Systems) by the Airport Energy, Transportation and Asset Management (ETAM) Department when Commissioning such Systems is included as part of the Project.

**1.2 RELATED REQUIREMENTS**

- A. Section 01 77 00, Closeout Procedures
- B. Section 01 91 00, Commissioning

**PART 2 – PRODUCTS**

Not Used.

**PART 3 - EXECUTION****3.1 PRE-SUBSTANTIAL COMPLETION**

- A. Commissioning of Systems
  - 1. Pre-Functional Checklists (PFCs) and Functional Performance Tests (FPTs) shall be conducted in accordance with the Commissioning Plan.
  - 2. The Commissioning Issues Log shall be uploaded in Skier Unifier by the Commissioning Agent (CxAg).
- B. Informal inspections of the Systems by the Airport Energy, Transportation and Asset Management (ETAM) Department requested by Contractor are conducted by ETAM as coordinated by the Owner's Authorized Representative (OAR)
- C. The Contractor requests OAR for formal inspection of completed Systems installation(s).
- D. The OAR sends a request to the ETAM Commissioning Manager (CxM) to facilitate scheduling walkthrough inspection(s) by the OAR, Contractor, CxAg and ETAM representatives responsible for operating and/or maintaining the Systems. Note that the Systems may require a demonstration conducted by the Contractor as requested by the ETAM representative as part of the inspection.
- E. The Punch List from the walkthrough inspection will be compiled by the CxM who will provide the Punch List to the CxAg to incorporate into the Commissioning Issues Log for non-commissionable items (items not in the Commissioning Plan). In addition, items impacting the use of the Systems will be noted.
- F. The Contractor shall notify the OAR that Punch List items, including those that had impacted the use of Systems, have been resolved and the OAR notifies the CxM to facilitate scheduling a verification walkthrough by the responsible ETAM representatives as well as the CxAg. Note that the Systems may require a demonstration conducted by the Contractor as requested by the ETAM representative as part of the verification.
- G. In coordination with the CxM, the CxAg notes the completion/resolution of Punch List items in Cx Issues Log for non-commissionable items.

## **CLOSEOUT PROCEDURES – SYSTEM ACCEPTANCE**

### **Section: 01 77 00.01**

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- H. The CxAg will complete the review of the following (any issues from this review will be included in the Commissioning Issues Log):
  - 1. Operation and Maintenance (O&M) Manual(s)
  - 2. As-Built CAD drawings
  - 3. As-Built PDF file (.pdf)
  - 4. As-Built 3D Model (when applicable)
  - 5. Equipment lists
- I. The CxAg will verify the completion of the following (any issues with this verification will be included in the Commissioning Issues Log):
  - 1. Required training
  - 2. Warranty certificates
  - 3. Accessories delivered to ETAM
- J. Upon notification to the ETAM Systems Performance Group (SPG) Manager by the OAR that all items on the Commissioning Issues Log (both commissionable and non-commissionable), including those that had impacted the use of the Systems, have been resolved as reported by the CxAg, and that all items listed in Sections H and I above have been approved and/or received, the SPG Manager will send an email to the OAR declaring ETAM's acceptance of the Systems upon achievement of Substantial Completion of the Project.

#### **3.2 SUBSTANTIAL COMPLETION**

- A. The Airport Design, Code, and Construction (DCC) Department issues a Temporary Certificate of Occupancy.
- B. Warranties become effective and managed by the ETAM SPG Warranty Administrator.
- C. ETAM assumes ownership of installed Systems that ETAM will have operation and/or maintenance responsibility. Note that if a Temporary Certificate of Occupancy or Substantial Completion Notification is prior to meeting the requirements of Section 3.1.J above, ETAM ownership will be delayed until the requirements in this Section are met.
- D. All remaining punch list items, which were determined not to impact the beneficial use of Systems, are resolved.

#### **3.3 FINAL ACCEPTANCE**

- A. The Commissioning Report will be completed by the CxAg and approved by the Commissioning Authority (CxAu).
- B. DCC issues a final Certificate of Occupancy.

## **PART 4 – MEASUREMENT AND PAYMENT**

Not Used.

**– END OF SECTION –**