

30.0 Site Testing & Commissioning

Towards the end of the project, when all systems are complete and operational, the testing and commissioning phase will begin.

30.1 Testing & Commissioning

All Mechanical and Electrical systems must be fully tested, commissioned and proved fully operational prior to the project being handed over to The Highland Council.

A detailed testing & commissioning programme will be submitted to The Highland Council 4 weeks prior to the testing and commissioning beginning; this will allow the council to decide whether it will have a representative on-site to witness all or some of the commissioning.

30.2 Testing & commissioning paperwork

All paperwork associated with the testing and commissioning of the M&E systems MUST be kept and included within the operation and maintenance manuals. This paperwork acts as proof that the systems were tested, commissioned and operating correctly at the time of handing over the building to The Highland Council.

30.3 System demonstration

Further to the testing & commissioning the M&E contractor will need to organise a suitable time and date to demonstrate the building systems to The Highland Council, building user and anyone else who The Highland Council wishes to attend.

This demonstration aims to give a hands-on run through of the system operation as an addition to the paper documents and information regarding system operation which is included within the operation and maintenance manuals.

A demonstration acknowledgement sheet detailing the systems and operations demonstrated should be signed by all attending the demonstration to ensure that The Highland Council has evidence that this task was carried out.