Attachment 8

**As-Built Documentation, Operations Manuals and Maintenance Manuals**

**As-Built Drawings**

The Lead Professional Service Contractor (LPSC) shall ensure As-Built drawings are progressively prepared through the life of the construction contract and 6 weeks prior to Practical Completion/Completion of construction provide As-Built floor plans for SAMIS purposes and then for Practical Completion/Completion will submit a comprehensive set of drawings (pdf and AutoCAD dwg.) and in addition the associated *‘federated’ 3D Models* (rvt), to the Department for Infrastructure and Transport (DIT) Project Manager.

Drawings will be prepared in accordance with the requirements of the DIT guide note Electronic Document Requirements (G65) which can be downloaded from the Building Project Information Management System (BPIMS) library.

**Operations Manuals & Maintenance Manuals**

DIT Lead Professional Service Contracts require the LPSC to manage that:

* The requirements for Operation Manuals and Maintenance Manuals are fully specified in the General Requirements section of the construction specification as the Schedule of Completions Documents and that there is not repetition of the specification for Operations Manuals and Maintenance Manuals in the trade specifications;
* The construction contractor provides the Maintenance Manuals to the LPSC for checking 6 weeks prior to anticipated Practical Completion/Completion of the works, the checked and approved Maintenance Manuals shall then be submitted by the LPSC to the DIT Project Manager.
* For Practical Completion/Completion of the works, the LPSC provides the approved Operations Manuals and As-Built drawings to the DIT Project Manager.

**Contact**

For further information contact:

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