

1-10 Substantial Completion, the go-ahead.

Remember in studio when your professor would tell you you're only 75% done? Yeah, it's kind of like that.

Who:

Project Managers are responsible for scheduling a substantial completion walk date with the Owner and Contractor.

What:

Substantial Completion occurs when a project is rendered “substantially complete,” in accordance with the Contract Documents by the Architect and Authority Having Jurisdiction. When a project (or portion of a project) is determined to be substantially complete, the Owner may obtain a Certificate of Occupancy, and is legally permitted to inhabit the approved space(s). In order for a project to be considered Substantially Complete, the Architect must walk the project site and develop a punchlist of items to be completed prior to the project being considered “Final Complete” (When all work on a project is complete. At Final Completion Architect will sign a legal document stating the project is ready for final payment and closeout).

When:

Substantial completion happens at the end of the CA phase.



Where:




A Substantial Completion Report/punchlist should live in our directory structure in the following folder

[A:/Storage/Project Docs/PXXXXX/Administration/Field Reports.](#)

How:

- Documented on a punch list
 - Generated during a walk-through of the project by the Architect
 - Made on Plangrid
 - Report should be sent out immediately upon completion
- The Contractor should also supply a Punch List
 - Can be on different software (Procore, A360), so long as this is established prior to the punch.
 - Contractor should manage the list in a manner that is accessible to the Entire Project Team (Owner, Architect, Engineers, Cx, Etc.)

WA17064 MP03477 Reitz POD to Shake Smart		
		
#15 equipment	Sheet A101	Status Open
		Assignees
Description Install freezer		Created Apr 17, 2018 at 3:13pm info@walker-arch.com
		Last Updated Apr 17, 2018 at 3:24pm

WA17064 MP03477 Reitz POD to Shake Smart		
		
#14 Acoustical Ceiling	Sheet A101	Status Open
		Assignees
Description Clean / replace dirty ceiling tiles.		Created Apr 17, 2018 at 3:11pm info@walker-arch.com
		Last Updated Apr 17, 2018 at 3:24pm
Photos		
		
A101 Issue markup Apr 17, 2018 at 3:11pm		

Why:

This process is legally obligated by contract. The CO, "Final Completion," payment, and closeout are contingent on Substantial Completion.