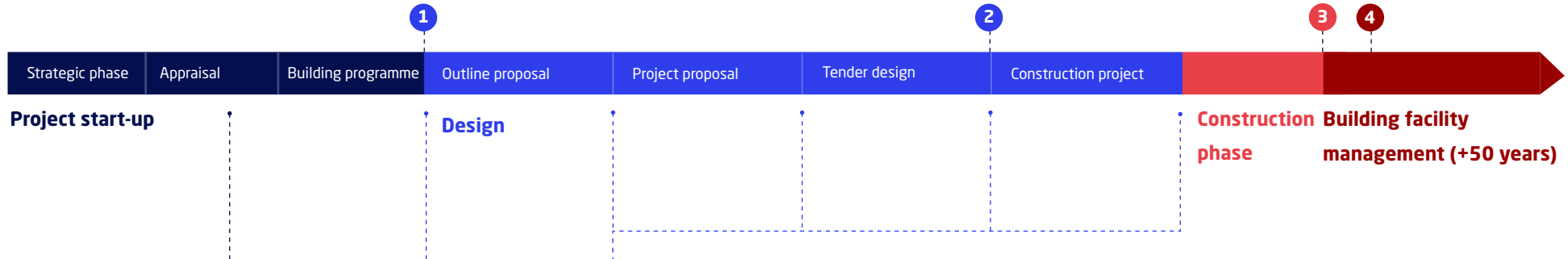


# CAS Facility Management's involvement in the design phases

CAS Facility Management's (FM) practical-technical experience must be utilized in the design phases; this makes a positive difference for the project, CAS and DTU.

- 1 Design contract after ABR18\*
- 2 Construction contract after ABR18\*
- 3 Hand-over ABR18
- 4 1-year inspection cf. ABR18



## CAS FM is introduced to the project

Before the design contract is agreed and signed, CAS FM is introduced to the project by the project manager. The dialogue meeting is held jointly for all CAS FM divisions

### Typical meeting subjects

- List of the tendered project material
- Scope of consultant agreement
- Intended construction contract form
- Poss. relations regarding joint design
- Poss. connection of people from CAS FM divisions
- Other

*Hint: do the meeting on site if possible*

## CAS FM and the Design Team meet

After the design contract is agreed and signed, CAS FM and the Design Team meet. The meetings are held section by section and PM participates

### Typical meeting subjects

- Introduction to DTU standard and deviation log
- Poss. connection of people from CAS FM divisions
- Start collecting relevant experiences from the CAS FM divisions
- Discuss communication between phase shifts
- Other

The Design Team takes minutes of the meeting.

*Hint: between phase shifts, campus is encouraged to be mock-up for demonstrating good operational solutions.*

## CAS FM review process

5

### Closure

- PM ensures:
- That all comments have been answered.
  - The Design Team is responsible for clarification of the answers with the CAS FM divisions has taken place.
  - To establish and participate in meetings relating to any non-clarified comments afterwards.

4

### Mid-term meeting

Section meetings are held between CAS FM and the Design Team for clarification of questions as well as handover and replying to comments made.  
*Hint: Buildings and Service Center participate together*



1

### Before start-up

- PL ensures:
- The project material is available for reviewing in "review package" in Dalux Box
  - That deviation log is included in the project material

2

### Start-up

- The team makes a common presentation of the project (approx. 1 hour)
- Start of the reviewing period can begin with meetings between the Design Team and the CAS FM divisions. The meetings must be prepared.

3

### Building operation in 3D model

If the project includes a commissioning process a meeting is to be held across the CAS FM divisions, where the 3D model is reviewed and operational and service - conditions are commented on. AMK-P must participate.

*Hint: Tested on B112, B208*

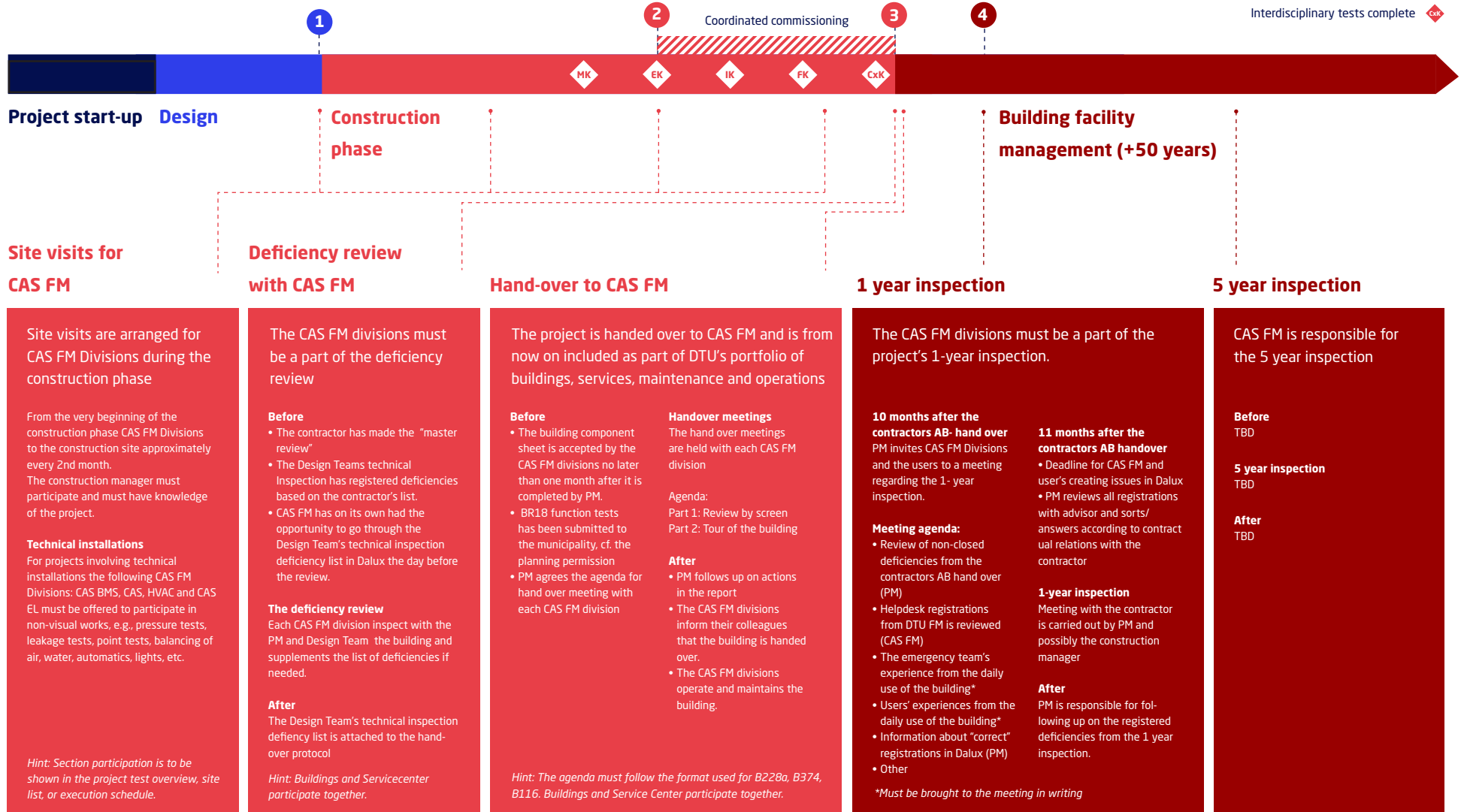
\* the time is adjusted according to the cooperation form

# CAS Facility Management's involvement in the construction phases

The projects transition to building management and maintainance is strengthened by involving CAS Facility Management (FM) during construction; this makes a positive difference for the project, CAS and DTU.

- 1 Construction contract after ABR18\*
- 2 Pre-review
- 3 Handover cf. ABR18
- 4 1-year inspection cf. ABR18

- Mechanically complete
- Electric complete
- Regulation/Balancing complete
- Function tests complete
- Interdisciplinary tests complete



\* the time is adjusted according to the cooperation form