Design Standards

Version 1.0, August 2023 Page 1 of 5 8.7 Project As-Built and Record Documents
The prime consultant and their associated sub-consultants shall use the As-built Documents as
the basis for creating final Record Documents.
8.7.4 Record Documents
Record documents are the final set of drawings, specifications and other construction
documents, prepared by the consultant team, coordinated by the prime consultant. These
documents reflect the as-constructed conditions based upon the information provided by the
contractor as reflected in the As-built Documents.
 The prime consultant is responsible to coordinate and assemble a complete set of
record documents in PDF and DWG format, and submit this set to the owner’s project
manager within 90 days of substantial performance. RVT format record model is
required in the same timeframe if a project is modelled in Revit.
 Record drawings will show the as-built conditions including, but not limited to,
o Any architectural, structural, mechanical, electrical, civil and landscape changes
made to the design during construction or through addenda during the bid phase.
o Construction concealed utility and equipment locations that require future access
for maintenance, operation and/or inspection including, but not limited to,
underground utilities and appurtenances, dampers, valves, controls, cleanouts
and other equipment riser installation
o Electrical panel zoning

Design Standards

Version 1.0, August 2023 Page 2 of 5 8.7 Project As-Built and Record Documents

Design Standards

Version 1.0, August 2023 Page 3 of 5 8.7 Project As-Built and Record Documents

Design Standards

Version 1.0, August 2023 Page 4 of 5 8.7 Project As-Built and Record Documents

Design Standards

Version 1.0, August 2023 Page 5 of 5 8.7 Project As-Built and Record Documents