

tech-checking

general RECOMMENDATIONS

WHY?

Tech-checking is done to review RMW documents for accuracy, completeness, and for coordination among the various disciplines in the project team (including our consultants, the Owner's consultants, design-build subcontractors, vendor's documentation, etc.)

Tech-checking also includes looking at the format and the manner in which information is presented (is there enough information to describe the curtain wall or we need more graphics? Is a particular enlarged plan giving us more information, or is it just an enlarged drawing portion that carries no new information at all?)

Checklists are necessary; they walk you through the process of documenting and then tech-checking. RMW tech-checking lists are in Rspace and in the Tech-Checking web: rmwqm.com.

YOUR TECH-CHECKING

During production, tech-check your work as you advance; by doing this, when your documents are tech-checked by a third party, items such as north symbols, applicable drawing notes, referencing, etc. will be pre-checked and the checker can concentrate in other aspects of the documents, such as note content, constructibility, appropriate details, etc.

THIRD PARTY CHECKING

Schedule a full tech-check (all disciplines) at each project milestone.

- Preferably, tech-checking is done by senior professionals not directly connected to the project.
- Important dimensions are verified by a single individual.
- Tech-check the specifications.
- Coordinate tech-checking with project's consultants.

Make sure the project team members understand the contractual responsibilities with respect to milestone deliveries.

Schedule meeting for review prior to milestones.
Distribute the schedule of tech-checking activities to the project team members, along with the meeting agenda and tech-checking tools that can be shared.

OWNER'S REVIEW

Owner review is very important, because the Owner is who officially issues the contract documents and signs the contract.

- The AIA agreement forms mandate that the Owner approve the construction documents.

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