Phasing and cutover planning

Install alongside	Test	Cut over	Remove old	Next area
New equipment and piping beside the existing system where space allows; the existing keeps running.	Pressure test, flush and electrical checks before any switch.	In a window agreed with [redacted] or interconnection where feasible and necessary.	Old equipment and piping removed after the new system is accepted.	Repeat with what was learned; plan updated [redacted]

- Cutover windows set around the institution's operations; durations established in planning, not assumed.
- Notification protocol so no one at the institution is surprised.

Written into the bid documents

- Contractor escort, background-check, tool-control, staging and delivery provisions, so bidders price them.
- Temporary service or interconnection specified and sized by the engineer where required.

Objective: minimize disruption to dormitory hot water.

Quality, cost, schedule and construction support

Quality review

- Independent review of calculations, drawings and specifications by an engineer who did not prepare them.

electrical data before any set is issued.

Cost control

- Estimate at every milestone by a former mechanical estimator, reviewed by the engineer of record.

complete; long-lead equipment identified early.

Schedule

- Planned at kick-off, with milestone reviews and a short written status at each.
- One project manager as day-to-day contact; principal-in-charge available to the Agency directly.

Construction support

- Submittal review with turnaround set in the agreement; RFIs; pay-application review.
- Periodic inspections around milestones with field reports; startup witness, punch list and closeout