

## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

<b>Name :</b>	ACTIVITY 1: ON BOARD FB HUB PROJECT TEAM	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

A – Receive contract

A – Create Project in HUB

A – Contact GC and obtain contact information for all key trade members who will be involved in the project.

A – Connect all team members from the NT team page, ensure all members are registered and connected through team HUB function

A – Create CM Milestone Checklist and Gather project Tentative Schedule for each Activity

A – Send the commissioning kick-off video to all team members



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### CheckList Information

<b>Name :</b>	ACTIVITY 2: BELOW GRADE VIRTUAL INSPECTION	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

B – Validate CM milestone checklist and coordinate 2 weeks in advance: Assign Below Grade FIV checklist to GC, share with Plumber, Electrician, Engineer, and Property Owner

C – GC leads site inspections and completes checklist with associated trades. GC creates issues as they are found, and associated trades acknowledge issues during inspection.

C,D - Issues are resolved and moved from Open to Closed with supporting photos and/or comments

B – Validate all issues have been resolved. If Issues are not resolved, report to NT engineering team (D) to assist in getting all parties involved.

D – Send FIV and closed issues report to owner



## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

<b>Name :</b>	ACTIVITY 3: IN-WALL VIRTUAL INSPECTION	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

B – Validate CM milestone checklist and coordinate 2 weeks in advance: Assign IN-WALL FIV checklist to GC, share with Plumber, Electrician, Engineer and Property Owner.

C – GC leads site inspections and completes checklist with associated trades. GC creates issues as they are found, and associated trades acknowledge issues during inspection.

C,D - Issues are resolved and moved from Open to Closed with supporting photos and/or comments

B – Validate all issues have been resolved. If Issues are not resolved, report to NT engineering team to assist in getting all parties involved.

D – Send FIV and closed issues report to owner



## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

<b>Name :</b>	ACTIVITY 4: ABOVE CEILING & ROOF VIRTUAL INSPECTI	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

B – Validate CM milestone checklist and coordinate 2 weeks in advance: Assign ABOVE CEILING AND ROOF FIV checklist to GC, share with Plumber, Electrician, Mechanical, Sprinkler Contractor, Hood OEM, Engineer, and Property Owner

C – GC leads site inspections and completes checklist with associated trades. GC creates issues as they are found, and associated trades acknowledge issues during inspection

C,D - Issues are resolved and moved from Open to Closed with supporting photos and/or comments

B – Validate all issues have been resolved. If Issues are not resolved, report to NT engineering team to assist in getting all parties involved.

D – Send FIV and closed issues report to owner



## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

<b>Name :</b>	ACTIVITY 5: PRE-COMMISSIONING READINESS	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

B - Validate CM milestone checklist and coordinate 2 weeks in advance: Assign PRE-READINESS checklist to GC, share with Plumber, Electrician, Mechanical, Sprinkler Contractor, Hood OEM, Engineer, and Property Owner

B – Ensure checklist are completed

A – Receive required startup reports and load into CM startup report checklist for all equipment listed in the checklist

B – Schedule required trades to be on-site for 2-hour walk-through with Field Cx-FET confirm TAB START DATE & CX arrival date (SAME WEEK M-F)



## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

<b>Name :</b>	ACTIVITY 6: COMMISSIONING ACTIVITIES	<b>Status :</b>	NotSubmitted
<b>Assigned Organization :</b>	National TAB	<b>Asset :</b>	
<b>Requesting Organization :</b>	National TAB		

### CheckList Item Details

C,E -TAB complete

C,D,E – CxA day 1 trade walk-through

D,E – FPT Test

C,D,E – Resolve any FPT test issues that were created during the process. Validate all issues are closed.



## Shake Shack (Chesterfield) - Commissioning

### CheckList Information

**Name :** ACTIVITY 7: CLOSEOUT **Status :** NotSubmitted  
**Assigned Organization :** National TAB **Asset :**  
**Requesting Organization :** National TAB

### CheckList Item Details

A,C,E – Get all warranty documents

A,C,E – Ensure all training has been completed

D,E – Send final Commissioning Report

