

## 208 – Selection of Commissioning Authority

**208.1 Identification:** After establishment of a Capital Construction Account and before the Using Agency completes the Owner's Project Requirements, the Division of Engineering and Contract Administration and the Using Agency will identify the Commissioning Authority. The Commissioning Authority will lead the Commissioning Process for each commissioned system for the project.

This Commissioning Authority may be any entity or combination of entities identified by the Owner that has the expertise necessary to provide commissioning services. Examples of Commissioning Authority alternatives include owner representatives, professional commissioning providers or other qualified parties.

**208.2 Selection Process for Commissioning Authority:** When the services of a Commissioning Authority are needed, the Division of Engineering and Contract Administration will:

- Use a selection process for Design Professionals (**See Section 209.**)
  - Request for Qualifications (RFQ) without interview
  - Request for Qualifications (RFQ) with interview
- Select as a member of the Design Professional Team (**See Section 209**). However the Commissioning Authority shall contract separately with the Commonwealth of Kentucky.
- Select under a Master Agreement (small projects).
- Select other qualified parties, such as employees of the Division of Engineering and Contract Administration and/or the Using Agency. An Associate Director from the Division of Engineering and Contract Administration will select these parties.

The Mechanical/Electrical Engineers of record shall not be allowed to perform Commissioning Authority services on the same Project.