

PB-28**AS-BUILT AND RECORD DRAWINGS – THEY ARE NOT THE SAME THING**

This document provides information and best practice recommendations subsequent to several requests from members with regard to the difference between “Record” and “As Built,” “Measured” or “As Found” drawings on a project.

The above terms are misleading as they are often used interchangeably and this is incorrect. Record drawings should never be mistaken for As-Built drawings, Measured drawings, or As Found drawings.

RECORD DRAWINGS

Record drawings are prepared by the Architect of Record to update the original contract documents relative to design, not construction

- ▶ Record drawings are prepared by the Architect of Record when specifically contracted to do so.
- ▶ While they usually reflect a compendium of the original contract drawings, design changes during construction (e.g. change order) and even some site changes known to or directed by the architect, these documents represent a complete record of the design intent of the project, as modified.
- ▶ The Architect of Record is not responsible for the construction and cannot speak to or certify total accuracy or completion of the construction.
- ▶ As a record of the design only, the Architect of Record may choose, if required by the client, to apply his or her seal to these documents since the content of these documents is intended to be strictly:
 - » That of the Architect of Record and / or
 - » That which the Architect of Record is prepared to certify.By affixing a seal, the Architect of Record is certifying that to the best of one’s knowledge and consistent with periodic site reviews per the requirements of the client / consultant agreement, that the drawings record the complete design intent.
- ▶ The Alberta Association of Architects recommends against this practice of affixing one’s seal given the risk of certifying incorrect (contractor or other third party) information.
- ▶ Similarly, the Alberta Association of Architects recommends against the practice of affixing one’s seal when the client requires information from the contractor’s As Built drawings to be transferred onto the Record Drawings.
- ▶ Typically, only drawings that contain exclusive content (e.g. the intellectual property) of and authored by the Architect of Record should be described as (Architectural) Record Drawings.
- ▶ Serious caution and suitable disclaimers must accompany Record Drawings whether sealed or not
 - » against unauthorized use and,
 - » such that they cannot be erroneously interpreted as certifying how the building is constructed.

AS BUILT DRAWINGS

As Built Drawings are prepared by the contractor.

- ▶ The contractor is responsible for creating As Built drawings from field data collected during the course of construction and this field data is defined as information not available in the contract documents, addenda, change orders, or site instructions. It is also important that the Contractor record all field data relating to concealed conditions.
- ▶ The contractor is responsible for the accuracy of field data and the accuracy of trade provided field data.
- ▶ These documents are NOT to be sealed by the Architect of Record, even if the changes are noted on the Architect of Record's construction documents, which is frequently the case.
- ▶ Since the content superimposed on these drawings relates to changes to the actual construction as identified by the contractor – for the Architect of Record to affix its seal to these same documents would mean it is incorrectly and un-professionally assuming responsibility for content that the Architect of Record did not create.
- ▶ In summary, the contractor builds the project and documents the actual locations of the building components and changes to the original contract documents on the As-Built drawings. These documents, or a copy of same, are typically turned over to the architect or client at the completion of the project.

It is normal for the consultant to include in the project specification that the contractor is to provide As Built documents in a specific format, either via electronic means or otherwise; and to indicate whether the consultant will make available unsealed, drawing files suitable for the contractor's purposes.

Depending upon the nature of the agreement between the consultant(s) and the client and the size and complexity of the project, the preparation of Record Drawings by the consultants can be negotiated as an additional service or part of the basic services; however it is customary for record drawing preparation to be considered an additional service.

As-Built Drawings Prepared by the Architect

Notwithstanding the discussion above, it is a widespread practice in the profession to have the architect prepare the As-Built drawing set by changing a version of their original drawings to include the contractor's mark-up of the as-built conditions in addition to the changes occurring due to site instructions or change orders. This is especially true of many public sector clients who explicitly ask for the As-Built drawings soon after construction of a project is complete and often includes this work in their consultant contracts. It is this practice that has contributed to the confusion that exists between Record Drawings and As-Built Drawings – seeing them as essentially the same. The Alberta Association of Architects discourages its members from undertaking this work for the following reasons:

- ▶ The content of the As-Built drawings is not the architect's. It is rather information of site conditions recorded by the contractor. By doing this work, the architect, in effect, is the contractor's draftsman and may attract liability for the correctness of the content which is not his/her responsibility. The responsibility for the accuracy of this information is the contractor's.

- ▶ This situation becomes more problematic when the architect is paid for this work by the contractor. This is essentially a conflict of interest and this work should not be undertaken under those terms.

Should this work be undertaken by the architect at the client's request, all drawings should carry a very clear indication that the information contained therein is prepared from 3rd party site information and the architect takes no responsibility for the accuracy of that information.

MEASURED DRAWINGS

Measured drawings is a term recognized in the industry to describe drawings prepared from on-site measurements of an existing building or space. Measured drawings are usually completed for a building to which additions or alterations are being contemplated or, for spaces intended for lease from which drawings the areas for lease purposes will be calculated. If prepared by an architect as a professional service in anticipation of an alteration, expansion or leasing purpose, these documents must be qualified and NOT sealed.

AS FOUND DRAWINGS

As Found drawings are synonymous with contractor-prepared As Built drawings. However, they can also be a reference to drawings prepared by a third party well after a project is completed. If prepared by an architect as a professional service in anticipation of demolition, alteration or expansion to an existing building, these documents must be qualified and NOT sealed.

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