



Intelligent record documentation for buildings

WHAT WE DO

Watson & Sole are leading providers of technical documentation solutions for a wide range of building services. Respected and admired for our ability to provide a consistently high service with uncompromising standards, we've been providing intelligent technical authoring solutions for over 35 years, and now receive commissions from some of the world's largest and most important organisations.

Our core range of services are:

- The preparation of total building operation and maintenance manuals (weWRITE and WRITE4you)
- The preparation of Health & Safety files in conjunction with the Planning Supervisor
- The management and preparation of total project record documentation (theyWRITE)
- The preparation of the entire Building Handover Documentation
- INTELI-SCAN – a fully searchable intelligent database of all documentation

We base the presentation of manuals around what we call the system-based format. This way of working, created by Watson & Sole for the Barbican Arts Centre in 1982, has helped to re-shape the technical documentation industry and now means that one document is prepared for each functional system or physical feature of the building. So, rather than having elements of information for a particular aspect in several different places and numerous different manuals, the Watson & Sole system-based approach means that all relevant information can be retrieved quickly, simply and comprehensively from one document which in turn is cross referred to the supporting manufacturers literature, drawings, test data and BMS controls documents.

Our distinctive approach to technical documentation has resulted in Watson & Sole becoming the benchmark for the industry, paving the way for logical, intelligent, searchable and accessible data.

'W&S are leaders in their field and are respected for their ability to provide a consistently high service with uncompromising standards'



'Through the WRITE systems, and our systems-based approach, we can ensure that any technical documentation requirement is fulfilled in the most logical, intelligent and coherent manner anywhere in the market.'



HOW WE DO IT

To streamline the creation and compilation of information, Watson & Sole have pioneered the WRITE systems. Through the WRITE systems we can monitor and police the receipt and collation of documents from the designers, contractors, specialists and manufacturers, as well as produce status reports to monitor performance and progress.

This means we can ensure...

- All document and information requirements are identified
- All documentation receipts are recorded
- The preparation and delivery of Record Drawings is monitored and controlled in logical manner
- Executive and detailed reports are readily available.

Depending on the engagement, there are three levels of WRITE system – **weWRITE**, **theyWRITE** and **WRITE4you**.

weWRITE is used when Watson & Sole has been engaged to prepare and author comprehensive O&M Manuals based on technical information requested by us on the clients behalf, but provided by the package / sub contractors.

theyWRITE is used when Watson & Sole have been engaged to manage the procurement of O&M Manuals and Record Drawings from package / sub contractors. This is a total management role where it is our responsibility to ensure documentation is delivered on time in the required format.

Through the WRITE systems, and our systems-based approach, we can ensure that any technical documentation requirement is fulfilled in the most, logical, intelligent and coherent manner anywhere in the market.

WRITE4you is used when Watson & Sole have been engaged by a package / sub contractor to prepare comprehensive O&M Manuals on their behalf. This system includes provision for requesting and monitoring information from our client as well as the facility to procure manufacturers literature and report any potential problems with suppliers.

INTELI-SCAN

Intelligent ways of compiling documentation is one thing, giving that back to the client in an easy to understand, user-friendly format that can be extensively searched is quite another. By using our 35 years of experience as well as feedback from Building and Facilities Managers we have developed a unique software tool called INTELI-SCAN that delivers exactly this. INTELI-SCAN attaches a number of user definable attributes to each document within each project, meaning that a user can perform an exact search of the entire database of a project to deliver the precise piece of information in seconds. Developed using Microsoft.NET, INTELI-SCAN takes full advantage of the internet and it's standard functionality to deliver content in an intuitive, user-friendly and accessible interface including...


- Maintainable Assets
- Building Operation and Maintenance Manuals
- CAD Schematics
- Record Drawings
- Manufacturers Literature and Drawings
- BMS Controls Strategy Documents and Graphics
- Testing and Commissioning Results
- Health & Safety File

Throughout the development of a new building project or refurbishment, we will manage all parties to ensure record documents are presented in a consistent format for inclusion within the INTELI-SCAN system. This management process also enables us to monitor the documents so that only information pertinent to the particular project is included within the database.

For an invitation to see a demonstration of INTELI-SCAN or if you simply require further information please contact us for further details.

A high-angle photograph of a vast field of small purple flowers, likely grape hyacinths, with a single, vibrant red tulip standing out in the lower-left foreground. The flowers are densely packed, and the overall scene is bathed in soft, natural light.

'INTELI-SCAN is a powerful web solution that enables end users to search and view specific information relating to their premises in seconds.'

A low-angle photograph of a modern building. The left side of the building has a vibrant purple facade with horizontal lines. The right side is a glass facade with a grid pattern. A window is set into the glass facade, featuring a flower box with red and purple flowers. The sky is a clear, light blue. The text is overlaid on the purple section of the building.

'The W&S approach and distinctive format has been approved and accepted by numerous discerning, professional organisations and is often used as the benchmark to be attained'

PROJECTS

As a result of our unparalleled levels of expertise and intelligent approach to technical documentation authoring, compilation and delivery we have been awarded many of the industry's most prestigious projects.

Recent projects

- **Westferry Circus, Canary Wharf** Morgan Stanley (2000-2003)
Total Project Technical Authors and implementation of INTELI-SCAN for all Morgan Stanley projects
- **Arsenal New Stadium** Sir Robert McAlpine (2005-2006)
Total Documentation Management using weWRITE methodology, working with Commissioning Managers and Principle Contractors and the project extranet to ensure complete project documentation
- **Terminal 5** BAA (2003-2008)
Handover Documentation Consultants
- **Pharmaceutical Projects** Pfizer (1995-2003)
Implementation of Pfizer Record Documentation System to satisfy FDA standards. Total Project Documentation Management and Technical Authors

INTELI-SCAN

- **HOCLAS (Home Office)**, Bouygues UK (2003-2005)
theyWRITE project management and integration of entire Building Operation & Maintenance Manuals into INTELI-SCAN
- **BECAD**, Brent Emergency Care and Diagnostic Centre (2005-2006)
weWRITE Documentation production for entire hospital development and INTELI-SCAN implementation for Ecovert FM Team
- **20 Bank Street** Morgan Stanley (2004-2005)
Incorporation of Phases 1-5 Fitout works to Building Manual and establishing INTELI-SCAN
- **20 St Mary Axe (The Gerkin)** Swiss Re (2003-present)
weWrite preparation of Building Manual with addition of each Fitout as areas are released and loading to INTELI-SCAN

CONTACTS

To find out how Watson & Sole can make a tangible difference to your business please give us a call today.

Watson & Sole Associates Ltd.

97 Westmead Road

Sutton

Surrey


SM1 4HX

t: 020 8642 1101

f: 020 8643 7963

e: info@watsonsole.co.uk

www.watsonsole.co.uk

A photograph of a lighthouse on a cliff at night. The lighthouse is illuminated from within, casting a bright glow. The cliff is dark, and the sea below is turbulent with white foam from crashing waves. The sky is a deep, dark blue.

'Our distinctive approach to technical documentation has resulted in Watson & Sole becoming the benchmark for the industry, paving the way for logical, intelligent, searchable and accessible data.'

