

# Owner Provided Information

## Commissioning | The OPR (Owner's Project Requirements)

### DEFINITION

- THE Owner's Project Requirements (OPR) is a written document that details the functional requirements of a project and the expectations of how it will be used and operated (ASHRAE). It includes the following (CALGREEN):
  - Project Environmental and Sustainability Goals.
  - Energy Efficiency Goals.
  - Indoor Environmental Quality Requirements.
  - Project Program, including facility functions and operation.
  - Equipment and Systems Expectations.
  - Building Occupant and Operation and Maintenance (O&M) Personnel Expectations.
- The Owner's Responsibilities (ASHRAE):
  - The OPR is prepared by the Owner. The Owner is responsible for the development of the OPR before the development of the architectural program.
  - The Owner provides the final updated and approved OPR at Substantial Completion.

### THE OPR IS MANDATORY in CA

- MANDATORY commissioning requirements are included in CalGreen as follows:
  - 5.410.2: Commissioning of New Buildings Larger than 10,000 SF.
  - 5.410.2.1: OPR- Owner or Owner's Representative Project Requirements (OPR)
  - 5.410.2.2: BOD - Basis of Design
  - 5.410.2.3: Commissioning Plan
  - 5.410.2.6: Commissioning Report

### OPR INTENT

The Owner's Project Requirements (OPR) documents the functional requirements of a project and expectations of the building use and operation as it relates to systems being commissioned. The document describes the physical and functional building characteristics desired by the owner and establishes performance and acceptance criteria. The OPR is most effective when developed during predesign and used to develop the Basis of Design (BOD) during the design process. The level of detail and complexity of the OPR will vary according to building use, type, and systems.

### COMPLIANCE METHOD

Compliance is demonstrated by the Owner or Owner's representative developing and/or approving the Owner's Project Requirements (OPR) document and can be defined as follows:

- Environmental and Sustainability Goals—Establish environmental project goals and objectives exceeding the code for the project's sustainability, which may include:
  - CALGreen voluntary measures or Tiers sought, or other specific green building rating system or program credits and/or level of certification sought
  - Specific environmental or sustainability goals such as water efficiency, water reuse, CO2 monitoring, xeriscaping, etc.

- Building Sustainable Goals—Establish goals and targets affecting energy efficiency, which may include:
  - Measures affecting building sustainability desired by owner
    - Building orientation and siting
    - Daylighting
    - Facade, envelope, and fenestration
    - Roof
    - Natural ventilation
    - Onsite renewable power generation and net-zero energy use
    - Landscaping and shading
- Indoor Environmental Quality Requirements—For each program space describe indoor environmental requirements including intended use and anticipated schedule, and the following:
  - Temperature and humidity
  - Acoustics
  - Air quality, ventilation, and filtration
  - Desired adjustability of system controls
  - Accommodations for after-hours use
  - Other owner requirements including natural ventilation, operable windows, daylight, views, etc.
- Project Program, including facility functions and hours of operation, and need for after-hours operation—Describe primary purpose, program, and use of proposed project include the following:
  - Building size, number of stories, construction type, occupancy type and number
  - Building program areas including intended use and anticipated occupancy schedules
  - Future expandability and flexibility of spaces
  - Quality and/or durability of materials and building lifespan desired
  - Budget or operational constraints
  - Applicable codes
- Equipment and Systems Expectations—Describe the following for each system commissioned:
  - Level of quality, reliability, equipment type, automation, flexibility, maintenance, and complexity desired
  - Specific efficiency targets, desired technologies, or preferred manufacturers for building systems, acoustics and vibration

- Degree of system integration, automation, and functionality for controls
- Building Occupant and O&M Personnel Expectations—Describe the following:
  - How building will be operated and by whom
  - Level of training and orientation required to understand, operate, and use the building systems for building operation and maintenance staff, as well as occupants
  - Building operation and maintenance staff location and capabilities

This information is taken from <https://up.codes/viewer/california/ca-green-code-2016/chapter/8/compliance-forms-worksheets-and-reference-material#8>

END