



## Building Maintenance and Operation (BM) Template BM-A Owner's Project Requirements (OPR)

*[The Owner's Project Requirements (OPR) is a step of commissioning required for compliance with the 2010 CALGREEN Code, section 5.410.2.1, for newly constructed buildings greater than 10,000 sq. ft. This template is a guide to collecting the information recommended for the OPR. The information should be developed by the project team in collaboration with the Owner.]*

### Owner and User Requirements

- a) *[Typically already covered in Project Scope as described in the building program. Includes primary purpose, program and use of project. May also describe future expansion needs, flexibility, quality of materials, construction and operation costs.]*

### Environmental and Sustainability Goals

- a) Project shall meet performance requirements required by the owner.
- b) Other Owner requirements: *[e.g. Owner priorities among CALGREEN Code or other areas]*

### Energy Efficiency Goals

- a) Project shall comply with Title 24 building energy efficiency standards, or achieve increased level of efficiency determined by owner.
- b) Lighting systems offer cost effective energy savings potential, and lighting fixtures and/or controls shall be selected to exceed Title 24 minimum efficiency requirements by level determined by owner.
- c) High efficiency HVAC equipment offers cost effective energy savings, and HVAC equipment shall be selected that exceeds Title 24 minimum efficiency requirements by level determined by owner.
- d) Additional energy efficiency measures that provide cost effective energy savings shall be included wherever feasible.
- e) Other Owner requirements: *[e.g. orientation, siting, daylighting, cool roof, natural ventilation, landscaping]*

### Indoor Environmental Quality Requirements

- a) Indoor lighting requirements: *[List any specific non-standard requirements. e.g.]*



*pendant-mounted lighting, illumination requirements, special applications.]*

- b) Occupant lighting control requirements: *[List any non-standard requirements. e.g. multi-mode controls for assembly spaces]*
- c) Thermal comfort requirements: *[List any non-standard temperature or humidity requirements]*
- d) Ventilation and filtration requirements: *[List any non-standard requirements]*
- e) Occupancy HVAC control requirements: *[List any non-standard requirements. e.g. integration with existing control systems]*
- f) Acoustic environment requirements: *[List any non-standard requirements. e.g. local noise sources requiring mitigation, spaces such as classrooms that require low background noise and short reverberation times]*
- g) Other Owner requirements: *[e.g. natural ventilation, operable windows, daylight, views]*

#### **Equipment and Systems Expectations**

- a) Special HVAC equipment requirements: *[e.g. equipment type, quality, reliability, efficiency, control system type, preferred manufacturers, maintenance requirements]*
- b) Unacceptable HVAC system types or equipment: *[List if applicable]*
- c) Special lighting equipment requirements: *[e.g. list preferred lamp and ballast types that comply with Owner standards if applicable]*
- d) Other system requirements:

#### **Building Occupant and O&M Personnel Expectations**

**Day-to-day HVAC operation by:** *[occupants, operating staff]*

**Periodic HVAC maintenance performed by:** *[building occupants, operating staff, service company, Owner staff, other]*

**Lighting system maintenance will be performed by:** *[building occupants, operating staff, service company, Owner staff, other]*

**Training required for building occupants:** *[e.g. demonstration, instruction documents]*

**Training required for operating and maintenance staff:** *[e.g. demonstration, classroom training, instruction documents]*

**Other Owner requirements:**