

Phase	IECC-18	T24-16	LEED-Fun	LEED-En	HR	Action Item
General			X	X		CxA must have documented Cx experience on at least two projects of similar size and scope.
		X				CxA may be an employee of the design firm (buildings between 10,000 and 50,000 SF).
			X			CxA may be an employee of the design firm.
				X		CxA may NOT be an employee of the design firm.
		X				CxA may NOT be an employee of the design firm for buildings > 50,000 SF.
	X					CxA must be a "registered design professional" or an "approved agency".
	X					Not required for mechanical systems in buildings with < 40 tons cooling AND < 600,000 Btu/h heating. Simple HVAC systems serving individual sleeping units are excluded. Lighting systems require documented testing.
		X				Required for nonresidential buildings > 10,000 SF. Design review required for all buildings.
	X	X	X	X		Systems Commissioned: mechanical, service hot water, and electrical
		X	X	X		Systems Commissioned: renewable energy systems
	X		X		Systems Commissioned: building thermal envelope (LEED En Option 2 - 2 Points)	
Pre-Design		X	X	X	X	Review Owner's Project Requirements (OPR developed by others).
		X	X	X		Review Basis of Design (BOD developed by others).
Design		X	X	X	X	Review the design documents.
	X	X	X	X		Develop and implement a Cx plan.
	X	X	X	X		Confirm incorporation of Cx requirements in the construction documents.
Construction				X		Review contractor submittals (LEED En Path 1 - 3 Points).
					X	Conduct construction kickoff meeting
					X	Conduct site observation visits and generate reports.
			X	X	X	Develop and verify FIV (Field Installation Verification) checklists.
					Verify OPT (Operation Performance Testing - Manufacturer Startup).	
Acceptance	X	X	X	X		Develop and oversee FPT (Functional Performance Testing).
	X					Unitary or packaged equipment not requiring economizers are exempt from FPT.
	X	X	X	X		Prepare a final Cx report
		X		X		Verify operator and occupant training (LEED En Path 1 - 3 Points).
	X	X		X		Verify systems manual updates and delivery (LEED En Path 1 - 3 Points).
			X	X		Prepare a facilities requirements and operation and maintenance plan
Warranty				X		Verify seasonal testing (LEED En Path 1 - 3 Points).
				X	X	Review building operations 10 months after substantial completion (LEED En Path 1 - 3 Points).
				X		Develop an on-going commissioning plan (LEED En Path 1 - 3 Points).
				X		Develop monitoring-based procedures to assess performance of energy and water consuming systems (LEED En Path 2 - 1 Point).
IECC-18	2018 International Energy Conservation Code (C408)					
T24-16	2016 Title 24, Part 6 (120.8)					
LEED-Fun	LEED v4.0 BD+C Fundamental Commissioning and Verification					
LEED-En	LEED v4.0 BD+C Enhanced Commissioning and Verification (3 to 6 points)					
HR	Highly Recommended, but not required					