FORM 5.410 – OWNER’S PROJECT REQUIREMENTS

This form is required for newly constructed buildings 10,000 square feet and more. This form shall demonstrate the commissioning measures identified below have been completed by the Owner. This form must be completed and returned prior to permit issuance.

PROJECT INFORMATION

OWNER: ____________________________ COMMISSIONING AGENT: ____________________________
ADDRESS: ____________________________ CITY: ____________________________ ZIP: ____________

STATEMENTS OF COMPLIANCE

In accordance with Title 31 Section 5.410.2.1, the following Owner’s or Owner representative’s Project Requirements (OPR) have been discussed and documented during the design phase of the building:

☐ Environmental and sustainability goals
☐ Facility functions and hours of operation
☐ Energy efficiency goals
☐ Equipment and systems expectations
☐ Indoor environmental quality requirements
☐ Building occupant and maintenance personnel expectations

In accordance with Title 31 Section 5.410.2.3, a commissioning plan has been completed during the design phase of the building and documents how the project will be commissioned. The commissioning plan includes the following:

☐ General project information
☐ Commissioning team information
☐ Commissioning goals
☐ Commissioning process, schedules, and responsibilities
☐ Systems to be commissioned

Owner hereby states that the above required measures have been completed to the extent described in the County of Los Angeles Green Building Standards Code Title 31. Owner is also aware of all requirements related to building commissioning, including receipt of a final Commission Report, and that Form 5.410 – Verification shall be completed and provided to the Authority Having Jurisdiction prior to Building Permit final.

OWNER: ____________________________
(Signature) (DATE)

REFERENCE

PLAN CHECK NO: ____________________________ DISTRICT OFFICE: ____________________________