



## FORM GRN 20: OWNER'S PROJECT REQUIREMENTS (OPR) COMPLIANCE FORM

**COMPLETE AND INCORPORATE THIS FORM INTO THE PLANS**

Project Address: \_\_\_\_\_ Permit Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ITEM #	OPR ITEMS	PAGE NUMBER IN OPR DOCUMENT
<b>PROJECT PROGRAM</b>		
1	General building information (size, stories, construction type, occupancy type and number)	
2	Intended uses and schedules	
3	Future expandability and flexibility of spaces	
4	Quality and/or durability of materials and desired building lifespan	
5	Budget or operation constraints	
<b>ENVIRONMENTAL AND SUSTAINABILITY GOALS</b>		
6	Level of compliance with the CALGreen Code: Mandatory, Tier 1, or Tier 2	
7	Specific environmental or sustainability goals (e.g. water efficiency, water reuse, CO <sub>2</sub> monitoring, xeriscaping, etc.)	
<b>ENERGY EFFICIENCY GOALS</b>		
8	Overall efficiency of building: meet California Energy Code or exceed by (%)	
9	Lighting system efficiency: meet California Energy Code or exceed by (%)	
10	HVAC equipment efficiency and characteristics	
11	Other measures affecting energy efficiency desired by owner (e.g. building orientation, shading, envelope and fenestration, roof, renewable power, net-zero energy use, etc.)	
<b>ENVIRONMENTAL QUALITY REQUIREMENTS</b>		
12	Lighting	
13	Temperature and Humidity	
14	Acoustics	
15	Air quality, ventilation, and filtration	
16	Desired adjustability of system controls	
17	Accommodations for after-hours use	
18	Other owner requirements (e.g. natural ventilation, daylight, views, etc.)	



**FORM GRN 20: OWNER'S PROJECT REQUIREMENTS (OPR) COMPLIANCE FORM**

ITEM #	OPR ITEMS	PAGE NUMBER IN OPR DOCUMENT
<b>EQUIPMENT AND SYSTEMS EXPECTATIONS</b>		
19	Level of quality, reliability, equipment type, flexibility, maintenance, and complexity desired	
20	Specific efficiency targets, desired technologies, or preferred manufacturers for building systems, acoustics and vibration	
21	Degree of system integration, automation, and functionality for controls (i.e. load shedding, demand response, energy management)	
<b>BUILDING OCCUPANT AND O&amp;M PERSONNEL EXPECTATIONS</b>		
22	Description of how the building will be operated and by whom	
23	Level of training and orientation required to understand, operate and use the building systems for building operation and maintenance staff, as well as occupants	
24	Building operation and maintenance staff location and capabilities	
<b>COMMISSIONING AGENT INFORMATION</b>		
25	Name of Commissioning Agency:	
26	Address of Agency:	
27	Contact person(s) Name(s):	

**Owner/Owner Representative Acknowledgement**

Owner's Project Requirements (OPR). The expectations and requirements of the building appropriate to its phase shall be documented before the design phase of the project begins. The OPR includes the elements listed above and have been approved by the Owner or Owner Representative.

Name: \_\_\_\_\_  Owner  Owner Representative

Company Name (if applicable): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_