

Commissioning Compliance Checklist



2017
City of Boulder
Energy Conservation Code

**Applies to: All New Buildings, Additions, Alterations and Repairs which require a permit from the City.
Exception: Mechanical systems in buildings where the total mechanical equipment capacity is less than 480,000 Btu/h (140 690 W) cooling capacity and 600,000 Btu/h (175 860 W) heating capacity**

Project Information	Project Name:
	Project Address:
	Registered design professional or approved agency that completed commissioning:
Air Leakage Testing (C402.4.1.2)	The completed building was tested and the air leakage rate of the building envelope does not exceed 0.40cfm/ft ² at 0.3" water gauge: (owner representative to initial here) _____
Commissioning Plan (Section C407.2.1)	Commissioning Plan was used during construction and includes all items required by Section C407.2.1: (owner representative to initial here) _____
Systems Adjusting and Balancing (Section C407.2.2)	Systems Adjusting and Balancing has been completed. Air and water flow rates have been measured and adjusted to deliver final flow rates within the tolerances provided in the produce specifications.
Functional Testing (Sections C407.2.3 and C407.3.1)	HVAC Equipment Functional Testing has been executed. If applicable, deferred and/or follow-up testing isscheduled to be provided on: _____
	HVAC Controls Functional Testing has been executed. If applicable, deferred and/or follow-up testing isscheduled to be provided on: _____
	Economizers Functional Testing has been executed. If applicable, deferred and/or follow-up testing isscheduled to be provided on: _____
	Lighting Controls Functional Testing has been executed. If applicable, deferred and/or follow-up testing isscheduled to be provided on: _____
	Service Water Heating System Functional Testing has been executed. If applicable, deferred and/or follow-up testing isscheduled to be provided on: _____
Supporting Documents (Sections C407.2.5)	Manuals, record documents and training have been completed or are scheduled <ul style="list-style-type: none"> • System documentation has been provided to the owner or scheduled to be delivered to the owner on: _____ • Record documents have been submitted to owner or scheduled to be delivered to the owner
Preliminary Commissioning Report (Section C407.2.4)	Preliminary Commissioning Reportsubmitted to Owner and includes all itemsrequired by Section C407.2.4 as amended: (owner representative to initial here) _____
Certification	I hereby certify that the commissioning provider has provided me with evidence of mechanical, service water heating and lighting systems commissioning in accordance with the 2017 City of Boulder Energy Conservation Code. <hr/> Signature of Building Owner or Owner's Representative Date