

The following is taken from the California Energy Commissions “Building Commissioning Guide” and outlines the required content of the Final Commissioning Report.

12.10 Commissioning Report

A complete report of commissioning process activities undertaken through the design, construction and reporting recommendations for post-construction phases of the building project must be completed and provided to the owner or representative.

12.10.1 Intent

The commissioning report documents commissioning and test results. The report includes confirmation from the commissioning coordinator that commissioned systems meet the conditions of the OPR, BOD, and contracts.

12.10.2 Compliance Method

The commissioning report includes:

- A. Executive summary of process and results of commissioning – including observations, conclusions, and any outstanding items.
- B. History of any system deficiencies and how resolved.
 - 1. Include outstanding deficiencies and plans for resolution.
 - 2. Include plans for seasonal testing scheduled for a later date (if applicable).
- C. System performance test results and evaluations
- D. Summary of training completed and scheduled
- E. Attach commissioning process documents
 - 1. Commissioning Plan
 - 2. OPR
 - 3. BOD
 - 4. Executed installation checklists
 - 5. Executed functional performance test compliance documents

12.10.3 Enforcement

The building official can confirm compliance during *field inspection* by receipt of a copy of the commissioning report.