



PLANNING AND DEVELOPMENT SERVICES

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FUNCTIONAL & PERFORMANCE TESTING (FPT) AND COMMISSIONING PROVIDERS City of Boise Green Construction Code

Building Permit Number: _____

Project Name: _____ Project Address: _____

Design Professional in Responsible Charge Acting as the Owner's Agent

Name (Print): _____

Email: _____ Phone: _____

Owner Notification of FPT and Commissioning Providers

Owner to sign and designate hired providers before a building permit is issued.

For **functional and performance testing**, the registered design professional in responsible charge, engineers independent from the design, an approved commissioning provider, qualified designers experienced with a designated system, owner's qualified employees, or any combination thereof, are permitted to act as the approved provider on the project.

For **building commissioning**, the registered design professional in responsible charge, engineers independent from the design, an approved commissioning provider, or any combination thereof, are permitted to act as the approved commissioning provider on the project.

For LEED, Green Globes, or other approved programs, testing, commissioning, and provider requirements of those programs shall be followed.

Owner

Name (Print): _____

Email: _____ Phone: _____

I, as owner, do hereby certify that I have retained the following providers to be responsible for FPT and commissioning services in accordance with the City of Boise Green Construction Code.

Owner's Signature

Date

Functional & Performance Testing and/or Commissioning Providers			
Company Name	Representative (Print Name)	E-mail	Phone

Note: Documentation outlining experience with copies of certifications or licenses shall be provided to the satisfaction of the Building Official if not on file. Professional architects shall be licensed with the State of Idaho. Professional engineers independent from the design shall be licensed with the State of Idaho in the applicable discipline for the type of work being commissioned. Professional FPT and Commissioning providers shall demonstrate competence, qualifications and experience including having certifications such as from AABC Commissioning Group (ACG), American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE), National Environmental Balancing Bureau (NEBB), Association of Energy Engineers (AEE), Building Commissioning Association (BCXA), or equivalent. (1/2024)

Provider Responsibilities

Buildings and associated systems are to be constructed, tested, and commissioned in accordance with the IgCC, IgCC Normative Appendix E, IgCC Informative Appendix I, ANSI/ASHRAE/IES Standard 202, as applicable, and to the approved plans and specifications.

The functional & performance testing and commissioning providers shall develop a process, plan, and specifications to conduct testing and commissioning work and keep records. Reports shall be furnished to the owner, registered design professional in responsible charge, and, upon request, to the Building Official.

Functional & Performance Testing (FPT) plan. Submit for project where applicable (e.g., mechanical HVAC and refrigeration systems, lighting systems including controls, domestic hot water systems and controls, water pumping and mixing systems, irrigation systems, and all applicable items as noted in the IgCC). Functional & Performance Testing requirements notes to also be provided on construction plans submitted for a permit.

Building commissioning plan. Submit for project where applicable (e.g., mechanical HVAC and refrigeration systems, air curtains, lighting systems including controls, domestic hot water systems and controls, water pumping and mixing systems, irrigation systems, renewable energy systems, energy storage systems, energy and building management systems, demand control systems, building envelope air tightness, indoor air quality and flushout, soil gas control/radon testing per amendment, construction waste management, transportation management, and all applicable items as noted in the IgCC). Building commissioning requirements notes to also be provided on construction plans submitted for a permit.

Provider Responsibilities Prior to Occupancy

The **FPT Documentation** (installation, startup, testing, calibration, verification, balance reports, deliverance of O&M manuals/warranties to owner, etc....) as per the IgCC shall be provided prior to occupancy.

Acoustical Field Measurement Documentation for *Interior Sound Transmission* per the IgCC shall be provided prior to occupancy. Other acoustical elements per designer option shall also be provided prior to the final Certificate of Occupancy.

Post-Construction, Pre-Occupancy Building Flush-out Documentation or **Post-Construction, Pre-Occupancy Baseline IAQ Monitoring Documentation** (as applicable) as per the IgCC shall be provided prior to occupancy.

A **Preliminary Commissioning Report**, as per the IgCC, including meeting additional LEED credit points of Normative Appendix E, shall be submitted and accepted by the Building Official prior to issuance of a Certificate of Occupancy or Certificate of Completion for the building or tenants.

A **Final Construction Waste Management Report** as per the IgCC shall be provided prior to the final Certificate of Occupancy.

A **Final Commissioning Report** as per the IgCC shall be provided to the owner after issuance of the Certificate of Occupancy or Certificate of Completion for the project and shall be made available to the Building Official upon request.