

## Review Memo

**TO:** LEED Review Team  
**FROM:** Levi Jimenez, LEED Project Manager  
**DATE:** 5/1/2014  
**PROJECT NAME:** StopWaste.org  
**PROJECT ID:** 10814498  
**SUBJECT:** Response to Review Comment: EA credit Ongoing Commissioning

### Review Comment:

The form has been completed and a copy of the Ongoing Commissioning plan has been provided.

It is unclear whether the existing building commissioning requirements have been reviewed against the audit plan to see where the plans overlap and where more work may be required. For example, it is unclear whether functional testing procedures used for the ASHRAE Level 2 audit include, device checks, sensor checks, functional or operational testing, alarm testing, point trending, and metering.

Note that repeating the ASHRAE Level 2 audit procedure on an ongoing basis is not sufficient for ongoing commissioning.

### Response:

Existing building commissioning requirements have been reviewed against the audit plan to see where the plans overlap and where more work may be required. Please see page 7, Investigation and Analysis, Implementation section that now clearly defines the level of analysis that occurred as part of the investigation and analysis phase, and the additional work required to complete the commissioning cycle, as well as the anticipated timeline for implementation.

BuildingWise worked with StopWaste and Enovity to collectively develop the Ongoing Commissioning plan, so that plan applied specifically to the project building.

- Functional testing procedures were performed for
  - Thermafusers
  - Actuators and OSA dampers
  - All system sensors
- General operational testing was provided for the package units

- Full assessment of the calibration requirements of sensor and communicative BAS devices

Procedures not completed as part of this ASHRAE L2 investigation and analysis phase and will need to be conducted in the following 12 month period:

- BAS Alarm Testing
- BAS Point trending

Please note the size and rather simple nature of the project building and relative age of the system components, much of the investigation and analysis phase included modifications to building systems that would yield energy savings, identified poorly functioning devices, such as the thermafusers, which do not typically require calibration, and made recommendations to conduct testing and calibration more frequently than the manufacturers recommendations, these are reflected in the Ongoing Commissioning plan. The plan developed is more than sufficient for a building with limited systems, very few opportunities for improvement due to it current efficiency and relative age. This plan will present itself as a tool to meet or exceed the designed expectations for performance. Improved efficiency over the next 5 years moving toward recertification will be tracked using the ongoing commissioning plan as the foundation for improvement.

The project team understands that an ASHRAE L2 audit is not sufficient for future submittals and intends on implementing and revising the ongoing commissioning plan on a 24 month commissioning cycle with the intent to utilize the developments and improvements that come out of the process for future submittals, and continually improving building operations.