

COMPLETE AND INCORPORATE THIS FORM INTO THE PLANS

Project Address: _____ Permit Number: _____ - _____ - _____

ITEM #	BOD ITEMS	PAGE NUMBER IN BOD DOCUMENT
	HVAC SYSTEMS AND CONTROLS	
1	Narrative description of system (i.e. system type(s), location, control type, efficiency features, outdoor air ventilation strategy, indoor air quality features, noise reduction features, environmental benefits, other features)	
2	Description of how the system meets requirements in OPR	
3	Reasons for system selection, as opposed to alternatives (e.g. comfort performance, efficiency, reliability, cost, acoustics, etc.)	
4	Load calculations (i.e. method/software, summer outdoor conditions, winter outdoor conditions, indoor design conditions, assumptions, other)	
5	Sequence of Operations (i.e. operating schedules, setpoints, other)	
	INDOOR LIGHTING SYSTEM	
6	Narrative Description of system (e.g. fixture type(s), lamp & ballast type, control type, etc.)	
7	Description of how the system meets requirements in OPR	
8	Reasons for system selection, as opposed to alternatives (e.g. visual comfort performance, efficiency, reliability, flexibility, simplicity, cost, etc.)	
9	Lighting Design Criteria (i.e. space ID, space type, illumination design target, source of target, other)	
10	Lighting Power Design Target (i.e. space type, Title 24-Energy Code lighting power allowance, lighting power design target, other)	
	WATER HEATING SYSTEM	
11	Narrative description of system (i.e. system type, location, control type, efficiency features, environmental benefits, other)	
12	Description of how the system meets requirements in OPR	
13	Reasons for system selection, as opposed to alternatives (e.g. performance, efficiency, reliability, simplicity, cost, ease of maintenance, other)	
14	Water heating load calculations: sizing calculation method, assumptions, and results	
	RENEWABLE ENERGY SYSTEMS (IF ANY)	
15	Narrative description of system (i.e. system type(s), location, inverter type, control type, performance, efficiency, energy savings, payback period, other)	
16	Description of how the system meets requirements listed in OPR	
17	Reasons for system selection, as opposed to alternatives (e.g. performance, efficiency, reliability, flexibility, simplicity, expandability, cost, payback period, etc.)	
18	Renewable energy system generation calculations: sizing calculation method, assumptions, and results	
	LANDSCAPE IRRIGATION SYSTEMS	
19	Narrative description of system (i.e. system type(s), location, control type, performance, efficiency, water savings, other)	
20	Description of how the system meets requirements in OPR	

21	Reasons for system selection, as opposed to alternatives (e.g. performance, efficiency, reliability, flexibility, cost, utility company incentives, etc.)	
22	Landscape irrigation system calculations: sizing calculation method, assumptions, and results	
WATER REUSE SYSTEM (IF ANY)		
23	Narrative description of system (i.e. system type(s), location, space requirements, equipment requirements, control type, performance, efficiency, potable water savings, payback period, other)	
24	Description of how the system meets requirements in OPR	
25	Reasons for system selection, as opposed to alternatives (e.g. performance, efficiency, reliability, flexibility, simplicity, cost, payback period, etc.)	
26	Water reuse system calculations: sizing calculation method, assumptions, and results	

Architect/Engineer/Designer Acknowledgement

I hereby acknowledge the Basis of Design (BOD) document has been completed and meets the Owner's Project Requirements (OPR)

	Name	License Number	Signature	Date
Architect of Record				
Mechanical Designer				
Electrical Designer				
Plumbing Designer				
Landscape Architect				
Renewable Energy System Designer				
Other (specify):				

Commissioning Agent Acknowledgement

I have reviewed the Basis of Design (BOD) and verified that it meets the Owner's Project Requirements (OPR):

Name: _____

Company Name (if applicable): _____

Agent's Signature: _____

Date: _____