



LEED 2009 for Retail: Commercial Interiors

EA CREDIT 2: ENHANCED COMMISSIONING

All fields and uploads are required unless otherwise noted.

ALL OPTIONS

This static sample form has been modified for offline access. All sections of the form are visible. Sample forms are for reference only.

Prior to the start of the construction documents phase, an independent commissioning authority (CxA) was designated to lead, review and oversee the completion of all commissioning process activities.

- The CxA has documented commissioning authority experience in at least 2 projects.
- The individual serving as the CxA:
 - Is independent of the work of design and construction;
 - Is not an employee of the design firm;
 - Is not an employee of, or contracted through, a contractor or construction manager holding construction contracts;
- The CxA reports results, findings and recommendations directly to the owner.

Signatory	
Initial here:	

- The CxA conducted, at a minimum, one commissioning design review of the owner's project requirements, basis of design and design documents prior to the mid-construction documents phase. He / She back-checked the review comments in the subsequent design submission.
- The CxA reviewed / will review contractor submittals applicable to systems being commissioned for compliance with the owner's project requirements and basis of design. These reviews were / will be concurrent with the reviews of the architect or engineer of record and were / will be submitted to the design team and the owner.
- The CxA or other project team members developed (or will complete development of) a systems manual that gives future operating staff the information needed to understand and optimally operate the project's commissioned systems.
- The CxA or other project team members verified / will verify completion of the requirements for training operating personnel and building occupants.
- The CxA was / will be involved in reviewing the operation of the project space with operations and maintenance (O&M) staff and occupants within 8 to 10 months after substantial completion. A plan for resolving outstanding commissioning-related issues was / will be included.

Signatory	
Initial here:	

Provide the completion date of earliest comprehensive CxA review for the following:

Owner's Project Requirements (OPR):

Basis of Design (BOD):

Design Documents Review:

Back-check of Design Review Comments:

Contractor Submittals:

Upload EAc2-1. Provide the systems manual that covers the commissioned systems, and provides future operating staff with information needed to understand and optimally operate the commissioned systems. If the systems manual is pending completion of Commissioning, upload a draft of the systems manual.

Upload EAc2-2. Provide the contract between owner and CxA ensuring CxA involvement post-construction. Financial information may be redacted/omitted.

ADDITIONAL DETAILS

- ☐ Special circumstances preclude documentation of credit compliance with the submittal requirements outlined in this form.

SPECIAL CIRCUMSTANCES

Describe the circumstances limiting the project team's ability to provide the submittals required in this form. Be sure to reference what additional documentation has been provided, if any. Non-standard documentation will be considered upon its merits.

Upload EAc2-SC. Provide any additional documentation that supports the claim to special circumstances. (Optional)

- ☐ The project team is using an alternative compliance approach in lieu of standard submittal paths.

ALTERNATIVE COMPLIANCE PATH

Describe the alternative compliance path used by the project team. Include justification that this path meets the credit intent and requirements. Be sure to reference what additional documentation has been provided, if any. Non-standard documentation will be considered upon its merits.

Upload EAc2-ACP. Provide any additional documents that support the alternative compliance path approach. (Optional)

SUMMARY

EA Credit 2: Enhanced Commissioning Points Documented: