

FS2

OWNERS PROJECT REQUIREMENTS (OPR) WORKSHEET

Refer to the OPR Guideline for detailed explanation

Item	Title	Description
1.0	General	
	Date	
	Project	
	Project Manager	
	Project Charter Complete?	
1.1	Preparation	
	Prepared prior to design phase?	
	Prepared by PM or Consultant?	
	Revision Milestones (Phase, date)	
1.2	Content	
1.2.1	Prepared with FS and Commissioning Staff Input	
1.2.2	Performance Criteria	
	Project Description	
	Scope: Size, Program objectives, primary program adjacencies	
	Aesthetic (Exterior/Interior) Goals	
	Life Cycle, material requirements	
	MEP temperature, humidity ranges, system requirements, lighting levels,	
	Facility Program (attach if available), maximum room occupancies, occupancy schedules, special activities, potential future uses	

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Item	Title	Description
1.2.2	Performance Criteria (Continued)	
	Indoor services and technology requirements	
	Owner-furnished and installed equipment (attach list)	
	Systems and assemblies to be commissioned (attach list)	
	Building expandability, redundancy, back-up power requirements	
	Special site features	
	Special building envelope requirements	
	Impact of Master Plan, Utility Master Plan, Landscape Master Plan, sub-region planning	
	Special sound transmission/reverberation levels	
	Special staff training required	
	Require list of all applicable codes from consultants	
	Define project schedule and any special phasing	
	Require OPR and revisions included in construction documents	



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