

NYC LOCAL LAW 86 FOR 2005 LEED PROJECT TIMELINE

	Pre-Design	Pre-Preliminary Design	Schematic Design	Design Development	Final Design	Construction Administration	Post Construction (One Year Warranty Period)	Post Warranty Period
DDC TASKS	<p>Review Project at Strategy Board. Determine High Performance Pilot/ LL86 and LEED scope requirements per LL86 for 2005 Rules</p> <p>Procure services for LEED tracking and filing, quality energy efficient lighting, and sustainable landscaping as recommended at Strategy Board</p>	<p>DDC Structures Division (Structures) incorporates Local Law 86/ 2005 Project Timeline into Project Schedule</p> <p>Structures provides to DDC Architecture and Engineering Division (AE) all data needed to complete Phase I Local Law 86 Report up to two weeks after issuance of CP for design</p> <p>Structures schedules High Performance/ LEED Workshop after programming is completed</p> <p>Structures to review Workshop agenda with DDC AE</p>	<p>Note: in projects where there is no Pre-Preliminary Design Phase, all Pre-Preliminary Design activities shall be performed during the Schematic Design Phase</p> <p>Arrange, as appropriate, for ordering of native planting from Parks Department, for NYSERDA funding incentives, for geothermal test well, and/or for soil test from DDC Subsurface Unit</p>	<p>Structures to register Commissioning Task Order for fundamental building systems</p> <p>If applicable, Structures brings construction manager on board to address lead time issues on green building materials, deconstruction, and salvage/recycling opportunities for construction and demolition waste</p> <p>Structures to schedule LEED Plan Review Meeting at end of phase</p> <p>Structures to ensure commissioning related tasks are completed</p>	<p>Structures provides to AE all data needed to complete Phase II Local Law 86 Report up to two weeks after issuance of CP for Construction</p> <p>Structures to schedule LEED Plan Review Meeting at end of phase</p> <p>Structures to ensure commissioning related tasks are completed</p>	<p>Structures to educate Contractors and ensure that LEED specialist describes LEED requirements and commissioning requirements in Pre-award and Kick-off meetings</p> <p>Structures to schedule LEED compliance meetings with contractors</p> <p>Structures to enforce contractor compliance with C&D Waste, IAQ Plans, and LEED submittal requirements</p> <p>Structures to ensure commissioning related tasks are completed</p>	<p>Structures provides to AE all data needed to complete Phase III Local Law 86 Report after USGBC certifies rating level achieved and prior to end of warranty period</p> <p>Structures to ensure commissioning related tasks are completed</p>	<p>Structures provides to AE all data needed to Complete Phase IV LL86 Report 12-24 months after warranty period</p>
DESIGN CONSULTANT TASKS		<p>LEED Specialist to run High Performance/ LEED Workshop. Client agency and all subconsultants to attend. Review drafts of following deliverables:</p> <p>Energy Analysis Plan. Propose energy analysis methodology. Propose alternative energy efficiency measures (EEMs) and HVAC options to be analyzed. Research and document occupancy schedule and applicable energy rates. Propose plan to provide data required for LL86 reporting</p> <p>Solar Diagrams. Analyze Solar orientation of conceptual designs</p> <p>LEED Plan. Develop a LEED Plan (High Performance Plan) that targets LEED credits</p> <p>Environmental Programming Matrix Describe preferred conditions for each space</p> <p>Incorporate deliverables into Pre-Preliminary Report</p>	<p>Register Project with USGBC under New York City</p> <p>Prepare HVAC Energy Analysis after Commissioner's approval of scheme at Pre-Art Commission meeting. Perform computerized analysis of HVAC central plant and distribution options in accordance with DDC AE approved Energy Analysis Plan, indicating payback for each option</p> <p>Update LEED Plan. Evaluate various options for achieving LEED credits. Identify credits that can be targeted and strike those that are cost prohibitive or not applicable</p> <p>Include updated Environmental Programming Matrix, updated LEED Plan, and HVAC Energy Analysis in Schematic Design Report</p>	<p>Review LEED documentation requirements for all items to be included in the drawings and outline specifications</p> <p>Prepare lighting design. Analyze and incorporate into Energy Analysis</p> <p>Prepare EEM Energy Analysis. Investigate savings of energy efficiency measures (EEMs) in accordance with Energy Analysis Plan</p> <p>Present recommended EEMs to DDC for approval prior to Design Development Report submission</p> <p>Update LEED Plan. Target a minimum 80% of total LEED points required</p> <p>Include an updated LEED Plan and EEM Energy Analysis in Design Development Report</p>	<p>Write LEED Performance and Submittal Requirements into project specifications consistent with targeted LEED credits. Include Commissioning Agent Specifications</p> <p>Update Energy Analysis @ 75% and @ 100% bid document completion. Run interactive case with selected central plant & selected EEMs</p> <p>Update LEED Plan following LEED review meeting</p> <p>Coordinate with Commissioning Agent</p> <p>Submit LEED Application, Part I to USGBC</p> <p>Include an updated Environmental Programming Matrix, an updated LEED Plan and 100% Energy Analysis in Construction Document Report</p>	<p>Review contractor submittals for compliance with LEED specification language</p> <p>LEED Specialist to run LEED compliance meetings and assemble remaining LEED credit documentation</p>	<p>Submit final LEED Application to USGBC</p> <p>Deliver Plaque</p>	
COMMISSIONING AGENT TASKS				<p>Prepare Design Intent Document with input from Designer</p> <p>Review DD submission</p>	<p>Prepare Outline Commissioning Plan</p> <p>Prepare Commissioning-related specifications for incorporation into the Construction Documents</p> <p>Designate shop drawing submittals to be reviewed by Commissioning Agent</p> <p>Review 100% CD Submission</p>	<p>Present Commissioning at Kick-off</p> <p>Schedule Testing Activities</p> <p>Review selected shop drawings</p> <p>Perform Installation Verification and Pre-Functional Testing</p> <p>Witness Functional Testing</p>	<p>Organize, manage and videotape training</p> <p>Prepare Final Commissioning Report</p> <p>Witness Seasonal Testing</p> <p>Perform Near-Warranty Check-up</p> <p>Prepare Operation & Maintenance (O&M) and Recommissioning Manuals</p>	

items in **bold** indicate links to related reference documents posted at <http://www.nyc.gov/html/ddc/html/ddcgreen/>