

BPS 006 – Energy Professionals

OR BPS Background

The Oregon Building Performance Standard (OR BPS) is a mandatory program that aims to bring awareness about building energy use to owners of existing commercial buildings, and to reduce energy use and utility costs for less efficient buildings. Buildings that must comply with this program are divided into two tiers, based on Gross Floor Area and property type. The table below shows the two tiers covered by the OR BPS program and gives compliance dates.

Oregon Building Performance Standard Tiers

Gross Floor Area (excludes parking garage area)	Property Type	Tier / Compliance Date
35,000 to 90,000 square feet	Nonresidential, Hotel, or Motel	Tier 1 / June 1, 2030
90,000 to 200,000 square feet	Nonresidential, Hotel, or Motel	Tier 1 / June 1, 2029
200,000 square feet and greater	Nonresidential, Hotel, or Motel	Tier 1 / June 1, 2028
20,000 to 35,000 square feet	Nonresidential, Hotel, or Motel	Tier 2 / July 1, 2028
35,000 square feet and greater	Multifamily, Hospital, School, University, Dormitory, Barracks, Prison, Residential/Senior Care Facility	Tier 2 / July 1, 2028

Tier 2 buildings are required to **report Energy Use Intensity and Energy Use Intensity Targets** by their July 1, 2028, compliance date.

Tier 1 buildings are required to **report Energy Use Intensity and Energy Use Intensity Targets** and submit operation & maintenance and energy management plans by their compliance date. They must also **meet EUI** or demonstrate an effort to **reduce energy use**. Tier 1 buildings that expect to exceed their energy target must report at least **180 days before** their compliance date, perform **energy audits** and **life cycle cost assessments**, and develop a plan to implement **cost-effective energy efficiency measures** by their June 1, 2028/2029/2030, compliance dates.

This guidance describes the types of qualified energy professionals who must oversee various OR BPS tasks. Additional guidance documents are available on the OR BPS website:

<https://tinyurl.com/ODOE-BPS>.

OR BPS Energy Professional Responsibilities

Various types of energy professionals must oversee OR BPS submittals. The table below shows which professionals are responsible for each OR BPS submittal for Tier 1 or Tier 2 buildings.

Submittal	Tier 1 Buildings	Tier 2 Buildings
Form A: Application for Oregon BPS Compliance	Building Owner	Building Owner
Form G: Grouped Buildings Application for Oregon BPS Compliance	Building Owner	Building Owner
Form X: Exemption Application	Building Owner	Building Owner
Form H: Historic Building Documentation	Building Owner	Building Owner
Form B: Building Activity and Energy Use Intensity Target (EUI _t)	Qualified Person	Qualified Energy Manager or Qualified Person
Form C: Calculation of Energy Use Intensity (EUI)	Qualified Person	Qualified Energy Manager or Qualified Person
Operations and Management Program Checklist (O&M)	Qualified Person	n/a
Energy Management Plan Checklist (EMP)	Qualified Person	n/a
Form D: Decarbonization Plan	Qualified Person	n/a
Form E: Energy Audit	Qualified Energy Auditor	n/a
Form L: Life Cycle Cost Analysis	Qualified Energy Auditor	n/a

The building owner is responsible for submitting an application form, either **Form A**, **Form G** or **Form X**. The building owner of a historic building is also responsible for submitting **Form H** if they are concerned about OR BPS requirements that might affect a building's historic integrity.

Qualified energy professionals must complete all other OR BPS submittals. Three types of energy professionals may be needed: a Qualified Person, a Qualified Energy Manager, or a Qualified Energy Auditor. These professionals can be contractors employed by the building owner or a tenant; the building owner or tenant themselves; or an employee of the building owner or tenant, but **they must hold the proper qualifications**.

Energy professionals should submit their qualifications using [Form Q: Energy Professional Qualifications](#) prior to taking on OR BPS tasks. Qualifications and responsibilities for these three types of energy professionals are listed below. Note that additional certifications or training

may be added, including specific training about OR BPS requirements and reporting procedures.

A **Qualified Person (QP)** must be identified for all **Tier 1** buildings. The QP has the responsibility to complete **Form B, Form C, O&M** and **EMP** submittals, plus any **Form D** submittal that is needed for grouped buildings with district heating or cooling systems. **The QP must have:**

- Training and expertise in building energy use analysis, **AND**
- At least **one** (1) of the following certifications:
 - Professional architect's or engineer's license in the state of Oregon
 - Qualified as an energy auditor (see below)
 - Certified Energy Manager (CEM) in current standing, through the Association of Energy Engineers (AEE)
 - Building Operator Certification (BOC) Level II by Building Potential
 - Energy Management Professional (EMP) through the Energy Management Association (EMA)
 - Sustainable Building Science degree (formerly Energy Management with Building Controls) at Lane Community College, or equivalent degree approved by ODOE
 - Building commissioning professional certified by an ANSI/ISO/IEC 17024:2012 accredited organization

Either a Qualified Person (QP) or a **Qualified Energy Manager (QEM)** must be identified for all **Tier 2** buildings, and they must complete **Form B** and **Form C**. **A QEM must have:**

- At least two years of educational and/or professional experience with commercial building operations or building energy management, **OR**
- Must meet the definition of a Qualified Person.

A **Qualified Energy Auditor (QEA)** must perform any Energy Audits and Life Cycle Cost Assessments for **Tier 1** buildings. **A QEA must have:**

- At least three years of professional experience in building energy auditing, **AND**
- At least **one** (1) of the following certifications:
 - Professional architect's or engineer's license in the state of Oregon
 - Building Energy Assessment Professional (BEAP) certified from ASHRAE
 - Certified Energy Auditor (CEA) via the Association of Energy Engineers (AEE)
 - Certified Energy Manager (CEM) in current standing, via AEE
 - Energy Management Professional (EMP) via the Energy Management Association (EMA)