

Appendix A: BCxP Certification Exam Blueprint

Building Commissioning Professional (BCxP) Certification Examination Content Outline	Complexity Level and Number of Items			
	Recall	Application	Analysis	TOTALS
1. Managing Commissioning Projects	9	12	1	22
A. Track deficiencies (issues log).				2
B. Assess pass/fail criteria for functional test results.				4
C. Identify the scope of the project.				1-2
D. Develop a commissioning team.				1-2
E. Manage a commissioning budget.				1-2
F. Identify commissioning deliverables.				1-2
G. Participate in VE activities.				1-2
H. Review project documents.				1-2
I. Monitor the construction/project schedule.				1-2
J. Participate in project meetings.				1-2
K. Conduct commissioning meetings.				1-2
L. Facilitate risk Test as it relates to commissioning activities.				2
M. Identify tasks for completion of commissioning processes.				2
2. Preparing Commissioning Documentation	8	12	3	23
A. Create commissioning specifications.				1-2
B. Write system verification checklists.				2
C. Create FPTs.				4
D. Determine site visit protocols (logistics).				0
E. Develop issues logs.				1-2
F. Document commissioning meetings.				1-2
G. Write commissioning reports.				2
H. Create systems manuals.				1-2
I. Develop end of warranty review process.				1-2
J. Assist in developing the OPR/CFR.				1-2
K. Create system/equipment list.				1-2
L. Create commissioning process tracking metrics.				1-2
M. Develop the commissioning plan.				2
N. Develop commissioning schedules.				1-2
O. Develop communications plans.				1-2

Building Commissioning Professional (BCxP) Certification Examination Content Outline	Complexity Level and Number of Items			
	Recall	Application	Analysis	TOTALS
3. Conducting Commissioning Activities	8	15	5	28
A. Monitor commissioning construction activities.				7-8
B. Facilitate the acceptance phase.				7-8
C. Plan commissioning construction activities.				7-8
D. Facilitate the completion of construction checklists.				5
4. Managing Training Activities	2	3	0	5
A. Develop training plan.				2
B. Facilitate training coordination meeting.				1-2
C. Facilitate training activities.				1-2
D. Conduct training follow-up activities.				0
5. Completing Warranty Phase Activities	1	3	2	6
A. Measure energy performance.				3
B. Facilitate off-season testing.				1-2
C. Troubleshoot facility issues.				1-2
D. Facilitate end of warranty meeting.				1-2
6. Conducting Existing Building Commissioning	5	17	6	28
A. Conduct a building performance Test.				4
B. Prepare a CFR.				1-2
C. Conduct a systems Test.				4
D. Conduct a site investigation.				4
E. Recommend corrections and improvements.				4
F. Determine scope of project.				1-2
G. Oversee implementation of corrective measures.				4
H. Conduct performance verifications.				5
7. Conducting On-Going Commissioning	1	5	2	8
A. Measure IEQ performance.				1-2
B. Evaluate building systems performance.				1-2
C. Review building operating plan.				1-2
D. Review maintenance activities.				1-2
E. Accommodate space/function changes.				1-2
F. Implement corrective actions.				1-2
G. Publish measurement and performance results to stakeholders.				1-2
TOTAL	34	67	19	120

The light blue shading indicates that the task statement is not applicable at the complexity level indicated.