

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND
 AIR CONDITIONING ENGINEERS, INC.
 1791 Tullie Circle, NE I Atlanta, GA 30329
 (404) 636-8400

TC MINUTES COVER

T.C. NO. **9.9**

T.C. TITLE: Commissioning

DATE OF MEETING: **January 13, 2002**

LOCATION: **Atlantic City, NJ**

VOTING MEMBER PRESENT	YEAR APPTD	VOTING MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS and ADDITIONAL ATTENDANCE
Andy Nolfo	01	Jerry Kettler	99	Svein Morner
Janice Peterson	01	Karl Stum	99	James Persalli
Carl Lawson	98	Michael King	99	Daniel Frasier
David Shipley	99	Preston Twa	98	Bill McCartney
Kristin Heinemeier	01			David Underwood
Richard Rose	00			Natascha Castro
Antoine Dammous	01			Jeffrey Schein
Jean Visier	01			David Yuill
Elia Sterling	99			Nathan Redmann
J R Anderson	00			Ed Iczkowski
Thomas Cappellin	00			Brandt Williams
Richard Casault	99			Ken Gillespie
Charles Culp	01			Tom Logan
Walter Grondzik	99			Chad Grindle
Eli Howard	99			Mike Hart
Kenneth Peet	99			

NONVOTING MEMBERS
PRESENT

David Bivert	01
Rodney Lewis	99
David Bornside	01
John Castelvechi	99
Tim Corbett	00
Larry Fisher	98
Kenneth Fulk	00
Daniel Henon	01
John Rieke	99
Jeff Traylor	99
Henry Vance	01

NONVOTING MEMBERS
ABSENT

Hollace Bailey	99
Harvey Brickman	96
Barry Bridges	98
David Butler	99
Wayne Dunn	01
Harry Enck	01
Stephen Hanser	98
James Harrison	99
Phillip Haves	98
George Hightower	00
Eric Jenson	00

NONVOTING MEMBERS
ABSENT

Charles Kiefer	00
Christie Kjellman	99
Michael Kuk	00
Kathleen Radke	01
Fred Schroeder	00
Chris Smith	99
Robert Towell	99
Cedric Truman	00
Dennis Tuttle	94

DISTRIBUTION

ALL MEMBERS

LIAISONS:

Education	William Landman	Tac Section Head	Jim Buckley
Program:	Charles Henck	Special Pubs	Joseph Driscoll
Research:	Drury Crawley	Journal/ Insights	Ned Belt
Standards:	Richard Evans	Handbook	Henry Manczyk
TAC Chairman	K William Dean	TEGA	David Royal
Staff Research	William Seaton		
Staff Tech Services	Martin Weiland		
Staff Standards	Claire Ramspeck		

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CHAIRMAN: Andy Nolfo

VICE CHAIRMAN: Janice Peterson
 SECRETARY: Jerry Kettler

TC MEETING SCHEDULE

Location - Past 12 months	Date	Location - Planned next 12 months	Date
Atlanta	1/01	Honolulu	6/02
Cincinnati	6/01	Chicago	1/03
Atlantic City	1/02	Kansas City	6/03

TC SUBCOMMITTEES

<u>Function</u>	<u>Chairman</u>
Handbook	Karl Stum
Program	Richard Rose
Membership	Elia Sterling
Research	Kristin Heinemeier
Long Range Planning	Jerry Kettler
International Member/Journal	Antione Dammous
Standards	Rodney Lewis
Commissioning Guideline(s)	Carl Lawson
Web Master	Robert Linder
Journal/Insights	

RESEARCH PROJECTS – Current

<u>Number</u>	<u>Title</u>
RP 1032	Identification and Preservation of Building Design Information for Use in Commissioning and Operations.
RP1137	Field performance Assessment of VAV Control Systems Before and After Commissioning

LONG RANGE RESEARCH PLAN

<u>Priority</u>	<u>Title</u>	<u>W.S. Written</u>	<u>Approved To R&T</u>
1)	Impact of Commissioning HVAC Systems on Life Cycle Cost	Yes	No
2)	Field Performance Assessment of Package Equipment	Yes	No
3)	Quantifying Building Energy Performance Persistence of Savings After Retro-Commissioning	Cosponsored w/TC4.11 Draft	No
4)	Impact of Commissioning on Comfort	RTAR	No
5)	Research Gaps in CEC-PIER Work	No	No

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Future Possible Projects	W.S. Written
a) IAQ Benefits of Documentation, Commissioning and O&M	No
b) Evaluation of Standards 90.1, and 62 Requirements and Development of Commissioning Strategies for Compliance	No
c) Development and Implementation of Commissioning Strategies For Optimal Control Evaluation	No
d) The Building Automation Systems Role In Commissioning	No
e) Automated Tools for Managing the Commissioning Process	No
f) Automated Tool for Test plan Generation and Execution	No
g) Research Gaps from GPC-1	No
h) Commissioning Design Review Tool Guide	No
i) Requirements for Third Party Interface	No

STANDARDS ACTIVITIES

A. Standards 90.1, 62.1, 15, and 34 have been published in 2001 Version.

TECHNICAL PAPERS: from sponsored research. - None
 From other sources - unknown

PROGRAMS

TC SPONSORED SYMPOSIA (Past 2 years, present and planned);

Cx Starts with Design Intent	Walt Grondzik	Jun 02
Cx Specialty Facilities	Carl Lawson	Jan 03

TC SPONSORED SEMINARS (Past 2 years, present and planned);

Commissioning Of Laboratories	Carl Lawson	Jan 01
New Cx Guidelines	Carl Lawson	Jun 02
Impact of Cx on Commercial Markets	Andy Nolfo	Jun 02
Cx Specialty Facilities	Carl Lawson	Jan 03
Cx Life Safety Systems	Carl Lawson	Jan 03
Cx of DDC Systems	Rodney Lewis	Jan 03
Cx is More than FPT	Andy Nolfo	Jun 03
Impact of Total Building Commissioning	Carl Lawson	Jan 04
Training of Cx Agents	Jerry Kettler	Jan 04
Retro-Commissioning	Andy Nolfo	Jan 04

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TC SPONSORED FORUMS (Past 2 years, present and planned);
Results of One Pass RE-Commissioning

Charles Culp Jun 01

PROGRAM PLAN: (See Above)

JOURNAL PUBLICATIONS (Past 3 years, present and planned); - Unknown

MEETING MINUTES – MONDAY, January 13, 2002

**ASHRAE T.C. 9.9 - Commissioning
Atlantic City, N.J.**

1. The meeting was called to order at 3:00 pm by Chairman Nolfo.
2. Self introduction were conducted.
3. Attendance sheets were distributed.
4. Motion was made to approve minutes from Cincinnati. Approved 16/0/0.
5. Henry Manczk, the Handbook Liaison noted that the Chapter 41 on Commissioning has been completely rewritten and reviewed. There are major changes in this update.
6. Membership committee: Elia announced that anyone interested in becoming a member should give him a business card.
7. Program Committee:
 - a. There were no commissioning programs scheduled in Atlantic City. A Seminar was submitted on line but computer problems prevented transmission. Other committees had similar problems.
 - b. The committee requested a seminar for Honolulu on Guideline 0 which will be voted out for public review. Presenters will be Mike King, Tim Corbett, Walter Grondzik, and Jeff Traylor.
 - c. Speakers were solicited for seminars in Anaheim on Training Cx Agents and Retro-Commissioning.
 - d. A seminar on Cx for DDC systems will be chaired by Rodney Lewis. Speakers will include: Ken Gillespie, Larry Fisher, Jean Visier, and Dan Frazier.
8. Research Committee:
 - a. Kristin reported that TC9.9 is co-sponsoring two projects. The TC9.9 research plan is included in an attached report.
 - b. Ken Gillespie reported that the RTAR on project 3 was rejected by RAC. He does not feel that the RAC understands commissioning and they need to be educated.
 - c. Motion was made and seconded to approve research report. Passed 16/0/0.
9. Long Range Planning Committee: Training in commissioning and the subject of retro-commissioning should be addressed soon.

10. Handbook Committee:
 - a. Andy Nolfo reported for Karl Stum. The new chapter draft has gone to all voting members of the committee for review and comments. All comments must be received by Feb 11. The draft will also be posted on the website.
 - b. Motion was made to approve the handbook report. Passed 16/0/0.
11. Commissioning Guidelines Committee: Carl Lawson reported that Guideline 0 is being voted out for public review.
12. Standards Committee:
 - a. Rodney Lewis reported that 5 new addenda to 62.1 have been approved for publications by standards. The hospitality industry is requesting a separate IAQ standard. Standards 90.1, 62.1, 15, and 34 have been published in 2001 versions. Project committees will now need to have written ballots for vote to publish documents.
 - b. Carl Lawson made a motion that the chair of TC 9.9 write a letter to ASHRAE Standards to have GPC-1 placed under the leadership of TC9.9 in place of TC9.1. Charles Culp amended the request to obtain a supporting letter from TC 9.1 After individually polling the voting members, the motion passed 16/0/0.
13. Website: David Shipley reported that the web site is located at <http://www.marbek.ca/tc99/>. Members that do not know how to access the members only section of the website should contact David.
14. Journal/Insights: Advertising is down. The staff is working with a sales force to increase sales. They are also having a difficult time obtaining good articles.
15. GPC-1 Liaison Report – Walter Grondzik: The committee focus will now be on Guideline 1 since GDL 0 is being voted out for public review.
16. GPC-4 Liaison Report – Bill McCartney: The new version of Guideline 4 will include the substance of the systems manual.
17. SPC90.1 Liaison Report – Carl Lawson: Public review will end in February, 2002. Chapter 4 has been rewritten. They are looking for reviewers in the health care market. The standard now has 288 pages.
18. SSPC 62 Liaison Report – Elia Sterling: Eli Howard will bring info to this committee. Section 62K may be going out for publication after resolution of one more comment. Rodney Lewis reported that region 8 chapters had voted for the dropping of 62.2 and that 62.1 be changed to a guideline.

19. SPC 90.2 Liaison Report : No report.
20. SPC 111 Liaison Report –Rodney Lewis: The revised parts of the standard from the first public review is now out for public review.
21. GPC 11P – did not meet.
22. GPC 13 Liaison Report – The Guideline has been published.
23. TC1.4 – Larry Fisher: No report.
24. TC1.7 – Bill McCartney: No report.
25. TC1.8 – No report.
26. TC9.1 – Rodney Lewis: Design for Humidity Control is in the bookstore.
27. TC9.7 – meets on Monday
28. TG 9 – Carl Lawson: Moisture Management in Buildings is a new task force. There were 20 people at the meeting. This may be converted to a TC with meeting on Saturday from 1 to 3. There will be a seminar and forum in Honolulu.
29. Building Commissioning Association Liaison – Rick Casault. There are four groups that are trying to form regional chapters. BCA is looking into certification of Cx agents. The next BCA meeting will be at the commissioning conference in Chicago.
30. Old Business: None
31. New Business: Carl Lawson may do a seminar in Chicago on Cx for terrorism.
32. The next TC9.9 Committee meeting will be on June 23, 2002 at 3 PM in Honolulu.
33. Motion to adjourn was made at 16:50 and passed by acclamation.

- END OF REPORT -