

Meeting Minutes

TC 9.9 Building Commissioning

Chicago Palmer House Hilton
24 January, 1999

The meeting was called to order at 3:02 PM with chair W. David Bevirt presiding. Everyone introduced themselves. A roll call was made: 12 of 17 voting members were present. The meeting agenda is attached. (attachment 1).

Review of Action Items (AI) Status:

None.

Harvey Brickman announced that WS1115 was approved by the research committee with changes. Deadline for the one-pagers is Aug. 1. Work statements for all others should be submitted by Feb. 15.

Review of Previous Meeting's Minutes

The minutes of the last meeting (Toronto, 6/98) were reviewed.

Motion 1: The minutes from the Toronto meeting were unanimously approved without correction.

Subcommittee Reports:

I. Handbook Chapter - Karl Stum

The handbook chapter is on hold until it becomes clear what direction GPC1 will take. A committee meeting has not yet been called.

II. Program - Wayne Dunn

Eight items were listed for Chicago in the minutes for the June 21, 1998 meeting in Toronto. Items 1 and 8 were approved and adopted as part of the Chicago program. Item 1 is a symposium cochaired with TC9.10 on Laboratory Verification and Testing that took place on Sunday. Item 8 is a forum on Monday on how GPC1 should be modified to fit into a total commissioning guideline. There was no program subcommittee meeting on Saturday.

There was a discussion on what to carry forward. Items 3 (Seminar, "Does Commissioning Actually Reduce the Overall Cost of a Project?") and 6 (Forum, "Commissioning Documentation") are ready for resubmission. There is no latitude for dates anymore, they will be automatically turned down if late. Item 2 (Seminar, "Existing Building Commissioning") is also ready for resubmission. Item 5 (Forum, "Commissioning Works and is Cost Effective: What is ASHRAE's Role in Quality Assurance?") is being dropped. Item 7 (Forum, "Who Really Determines Tomorrow's buildings") is happening as a public session.

TC9.6, Energy Systems Utilization wants to do a seminar in Seattle on existing building commissioning. Karl Stum has put together a similar seminar (Item 2). It was decided to propose a two part seminar and be a sponsor or cosponsor on each. Impact of Total Building Commissioning will be proposed for Minneapolis.

Motion 2: There was a motion to approve the program committee's report. It was seconded and passed unanimously.

III. Research - Kristin Heinemeier

The full report is attached. The first page shows the research plan that is submitted with the first five priority items. The next pages contain brief descriptions, followed by copies of the research plans and work statements that we have so far.

Although official word had not yet reached the author, it was the subcommittee chair's understanding that the priority 1 work statement is very close to being approved. It will be resubmitted, before Feb. 15, for the March meeting. A motion was made by Kathy Radke to continue to cosponsor WS1032 with TC1.5. The motion was seconded and passed unanimously.

Motion 3: A motion was made by Dave Shipley to recommend that WS1115 be sent on to ASHRAE with the change requested by the Research Committee. The motion was seconded.

Vote: For:	10
Against:	0
Abstain:	1

Motion passed

This is the first research project approved from this committee. A project monitoring subcommittee needs to be in place for the next meeting. Andrew Nolfo, Kenneth Peet, Kristin Heinemeier, Kathy Radke, Walter Grondzik, and Richard Rose volunteered to serve on the subcommittee with Dave Shipley.

Item three has increased in priority. A draft work statement will be completed by the June meeting.

Motion 4: A motion to approve the Research Subcommittee report was moved, seconded, and passed unanimously.

IV. Long Range Planning - Carl Lawson/Karl Stum

Carl requested that his duties as long range planning chairman be turn over to Gerald Kettler because of a conflict. Gerald took care of the minutes of the committee meeting yesterday. The minutes of this meeting are attached.

Motion 5: Carl made a motion that TC9.9 submit to Standards, as written, a proposed design intent guideline titled, "Design Intent Documentation". Discussion followed on the pros and cons of trying to include this within GPC1. The motion was seconded.

Vote: For:	9
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Against: 1
Abstain: 2

Motion passed

Wayne Dunn cast the vote against because he feels this should be in GPC1.

Gerald Kettler would rather do long range planning than standards. Rodney Lewis would be more appropriate for standards, because he is on that committee. Rodney agreed to take over the subcommittee for standards.

V. Membership - Elia Sterling

Elia reported that there are now 17 voting members and 26 corresponding members. Three voting members are rotating off, giving a total of 4 spaces for new voting members. William Dillard is also on leave, so there are actually 5 openings. ASHRAE would like to have the names of corresponding members removed if they are not active. Everyone who signed on today will remain a corresponding member unless they move up to voting members. Those who did not sign will be contacted by Dave Bevirt after the meeting to determine if they wish to remain as a corresponding member.

Dave Bevirt recommended that Kristin Heineman and David Shipley be voting members since they are both subcommittee chairs. Others who wish to become voting members should contact Dave Bevirt or Elia Sterling. It is recommended that those who rotate off, wait two years before coming back on as voting members to allow new people to participate.

VI. Standards - Gerald Kettler

No actions specific to 9.9 at the Standards Committee meeting. Rodney Lewis reported that Standards approved Chuck Dorgan to chair GPC1R. They had their first organizational meeting on Friday. Standards has been primarily involved in dealing with Standards 90.1 and 62. Four addenda to 62 have been voted out by the committee to go forward with publication. Staff have finally reviewed 1.11. There has been a major staff change with Jim Hildebrandt retiring in March. Claire Ramspeck has taken over. They have three technical assistants to help with reviews and eliminate the backlog.

VII. Total Commissioning Guideline - Carl Lawson

ASHRAE decided not to move into the area of total building commissioning, which is multidisciplinary. This past year Carl met with the National Institute of Building Science (NIBS) who agreed to spearhead a TBC Guideline. A steering committee has been put together which consists of 27 people. This group includes Dave Bevirt, Walter Grondzik, Carl Lawson, Mike King and Karl Stum. They have gone to many organizations to buy into the process and set up subcommittees. NIBS is setting up 13 volumes on total building commissioning. ASHRAE will do Volume 1 since we have already done a guideline. GPC1 met Friday. Chuck Dorgan will be setting up the subcommittee from ASHRAE which will meet in conjunction with the National Conference on Building Commissioning in Portland

in May. ASHRAE will continue with GPC1 on its own also. The TBC Guideline process is expected to take about three years to complete.

VIII. Web Page - Dave Shipley

Report attached.

Section Head Comments:

Comments were given by David Butler. He corrected the time for the TC Breakfast. It will start at 6:30 AM rather than 7:30 as stated in the letter. There was nothing to report at this time.

Liaison Reports:

I. *SSPC-62 Ventilation for Acceptable IAQ* - Elia Sterling

The committee is moving along in the process to approve a series of addenda. Their objective is to have 5 addenda packages out or approved by 2000. Elia will distribute information via email for those interested.

II. *SSPC 90.1 Energy Efficient Design of New Buildings* - Cedric Trueman

It has been a busy year, with two interim meetings. Independent substantive changes are going out for public review, which closes March 9. The committee is now working on a guideline which will be published about the same time as the standard. Work is also starting on a user's manual. The committee is still on track to be able to respond to comments and recommend the revised standard to the Standards Committee for publication at the Seattle meeting. If this does not happen in June, it will flip back to the 1989 version and go on continuous maintenance. Ron Jarnigan's term is up in June, and Larry Spielvogel will be the new chair starting in July.

III. *SSPC 90.2 Energy Efficient Design of New Low Rise Residential* - Walter Grondzik

Walter first reported that the GPC1 committee had informally requested access to the TC9.9 website for postings.

Motion 6: Cedric Trueman moved that GPC1 be given access to the website. The motion was seconded and passed unanimously.

Walter reported that the SSPC90.2 committee meeting is on Tuesday. The standard is not being used very much. It is under continuous maintenance.

IV. *SPC 111 Test and Balance for HVAC & R Systems* - Gerald Kettler

Have the redmark back. It will be reviewed within the next two weeks and submitted to the standards project subcommittee to put out for public review.

V. *SPC 129P Method of Testing/Air Change Effectiveness* - Ted Cohen

No report.

VI. *G10P Criteria For Achieving Acceptable Indoor Environment* - Gerry Kettler

This committee is now on the ninth draft, which is now being redone.

VII. *GPC 11P Performance Testing and Verification Control Systems* - Gerald Kettler

Have an overall format which is available for review from Gerry; should have something out for public review after about two more meetings.

VIII. *GPC 13P Specifying Direct Digital Control Systems* - Gerald Kettler

Have spent the last two meetings reviewing public comments. There will be one more corrected document for the committee to review. It will probably be approved for publication in Seattle.

IX. *TC 1.4 Control Theory and Application* - Larry Fisher

No report.

X. *TC 1.7 Operating and Maintenance Management* - Kathleen Radke

No report.

XI. *TC 1.8 Owning and Operating Costs* - Barry Bridges

No report.

XII. *TC 9.1 Large Building Air Conditioning Systems* - Joe Scolaro

9.1 is working on finalizing handbook chapters. There are a number of programs in the works which we may want to cosponsor. They also have an active Standard 62 committee.

XIII. *TC 9.7 Testing and Balancing* - Rodney Lewis

Not much is happening. There are several work statements getting close to submission. There is an aggressive program plan for a series of symposia on how-to test and balance, so that a book can be put together and published.

XIV. *TC 9.8 Large Building Air Conditioning Applications* - Carl Lawson

They are moving aggressively forward on SP91, which is a new healthcare design manual. Chapters have been outlined. They are meeting again in March.

XV. *Journal* - Carl Lawson

The calendar for the year 2000 is being put together. They are looking for theme articles- back to basics. One theme will be total building commissioning. There is a strong push to continually improve the journal.

Old Business:

Wayne has the plates for the handbook. There are only some editorial comments. The cost paragraph is vague. There is nothing specific on range of costs. Wayne has a table showing commissioning costs (Table 1).

Motion 7: Kathy Radke made a motion to include Table 1. The motion was seconded.

Vote: For:	1
Against:	7
Abstain:	1

Motion did not pass

Motion 8: Andrew Nolfo made a motion to include a range of costs as 0.5-6% of the project cost. The motion was seconded.

Vote: For:	6
Against:	3
Abstain:	0

Motion passed

New Business:

Karl Stum announced the formation of the BCA-NW, the Building Commissioning Association- Northwest. Karl also reminded everyone of the 7th National Conference on Building Commissioning coming up May 3-5 in Portland, Oregon.

Next Meeting:

The next meeting will be Sunday, June 20, 1999; in Seattle, from 3-5 PM.

Adjournment:

The meeting was adjourned at 5:05 PM.

By: Janice Peterson

Attachments not provided as links were distributed to committee members in hard copy form by ASHRAE.