

# Meeting Minutes

## TC 9.9 Building Commissioning

Dallas Adam's Mark Conference Center  
6 February 2000

The meeting was called to order at 3:05 PM with chair W. David Bevirt presiding. Everyone introduced themselves. A roll call was made: 16 of 18 voting members were present. Self introductions were made. The meeting agenda is attached (attachment 1). No new items were added to the agenda.

### **Review of Action Items (AI) Status:**

AI2 and AI3 from previous meeting completed. AI1 still outstanding.

David Bevirt announced that the committee is up to its limit of 18 voting members. He would like to limit corresponding members to those really interested. He also announced that, although he is scheduled to be chairman for another year, he is turning over the chair to Kathy Radke. Cedric Trueman and Joe Scolaro are rolling off after the June meeting.

### **Journal Liaison - David Bevirt**

Insights is soliciting ideas from the TCs for a technical column. The Journal needs articles. There is about a six month lead with peer review. Nothing is set yet for 2001.

### **Program Liaison**

David Bevirt relayed information from the program liaison. As of two weeks ago, there were openings for 14 programs at the next meeting in Minneapolis. Ideas need to be in by the end of this meeting.

### **Review of Previous Meeting's Minutes**

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

There was a question to Elia Sterling as to whether the letter to Std 62 mentioned in the minutes from Seattle had been sent. Elia stated that the letter had been sent. He recapped the basic points. The letter will be posted on the TC 9.9 website.

### **Subcommittee Reports:**

#### **Program - Richard Rose and Carl Lawson**

The committee did not get a chance to meet. They will try later on Sunday. For the openings in Minneapolis, it is too late for symposiums, but seminars and forums are still possible. Joe Scolaro commented that it would be good to see more case studies.

There are two programs for Minneapolis. forums. which were submitted on Saturday.

One of the forums submitted was on the progression of GPC1, the other was on when owners and engineers will accept commissioning. At the Dallas meeting, TC9.9 has three programs, a seminar and two forums. Carl recruited four volunteers to do a seminar on implementation of GPC1 for the Atlanta meeting. Future planned topics include the impact of total building commissioning, possibly for Hawaii, the commissioning of life safety systems for Atlanta, and special facility commissioning for Cincinnati.

**Action Item #1:** Carl Lawson will prepare a Program Subcommittee Report and submit it to the website and to the secretary.

### **Handbook Chapter - Karl Stum**

Karl was not present. Dave Bevirt commented that there are still a couple of years until the revised chapter will be needed, however since the revision process is always slow, it is not too early to think about changes. Anyone who has ideas, additions, or deletions, should contact Karl Stum.

### **Research - Kristin Heinemeier**

Dave Shipley stood in for Kristin, who is taking care of a new baby (Congratulations Kristin!). The subcommittee report is attached and will be posted on the committee website. WS1115 went out to bid, the committee selected a contractor, it then went to Tech Council who rejected the project. There was discussion on how to respond. Ken Gillespie and the Guideline 14P committee are also working on monitoring points, many of which are similar to those used for commissioning. This may be going out for public review soon. Dave recommended that our committee wait until after the public review to see what they come up with, and then rewrite the work statement. Rodney Lewis commented that he was shocked that Tech Council would reject something that was already bid.

David Bevirt mentioned a letter from Bill Seaton received in December saying that the research program was too conservative. In order to open up thinking they want more innovative ideas. They are requesting submissions that TC's may have thought were too far out of their area for acceptance. Evidently there is research money available.

Item number 1 is a new draft work statement written by Ken Peet. This will go on to the committee website.

For work statement 1032, Identification and Preservation of Building Design Information for Use in Commissioning and Operation, we are a cosponsor with TC 1.5. It has not been determined which bidder has been awarded this project. A justification is being written for not choosing the lowest bidder. The TC will not have a chance to vote on it at this meeting. Possibly a mail vote will be used.

### **Long Range Planning - Gerald Kettler**

The attached report was passed out (see hard copy materials). Gerald Kettler was the only member to attend the subcommittee meeting: he would like anyone interested to

attend the next meeting. The new report is a continuation of work done last year, with some additional information. GPC 1 is being changed to give people more help in actually doing commissioning. The idea came up of offering a series of related guidelines in specific areas of interest. The LRP committee has come up with the beginnings of a title, purpose and scope of four new guidelines. Input is requested. Dave Bevirt suggested that the idea could be brought up at the next standards meeting to get some reactions. Carl Lawson stated that these supplemental guidelines are not needed by the new NIBS document and that these areas are being somewhat addressed. Chuck Dorgan stated that all four areas would be addressed in Guideline 1. Gerald Kettler stated that although the basics may be there, there is a question of how much information can be put into one guideline. He suggested that more details could be included in separate guidelines. Further discussion pointed out that whichever way was decided would affect the work of GPC1 and should really be addressed by that committee. Since most of the GPC1 committee was present at the TC9.9 meeting, we can consider that they have these comments.

### **Standards - Rodney Lewis**

The committee has been very active. There are quite a few standards going out for review, including: 111; Guideline 5, Cx Smoke Control Systems; another addenda to 135. There was a roster approved for Guideline 18, as a companion to 90.1. Everyone should be paying attention to the ASHRAE website for documents out for public review. There is also a list in the Journal every month. Standard 62.1 needs additional members. Application should be made to the manager of Standards. There have been significant changes to rules; What was known as the Avery petition passed, also the Colliver report has been adopted as ASHRAE policy.

### **Total Commissioning Guideline - Carl Lawson**

The next meeting will be at the commissioning conference in Kansas City.

### **Web Page - Dave Shipley**

Report Attached. David Bevirt mentioned that there had been a letter from headquarters to remind committees that copyright material cannot be posted on the website.

### **Liaison Reports:**

*GPC-4 Operating and Maintenance Documentation* - Gerald Kettler

This is underway. They met Saturday and made progress. A great deal of the discussion had to do with coordinating with GPC1.

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

This is now published and on sale in the bookstore. It is now on continuous maintenance, meaning anyone can submit proposals for changes to it. Changes happen in a one year cycle. Any requests need to be received by ASHRAE by Feb. 20 for consideration in this year's cycle. Thirty or forty addenda have already been voted out and are with the standard's committee for their approval and release for public review.

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

This is also under continuous maintenance. A proposal for a total overhaul has been submitted.

*SSPC 111 Test and Balance for HVAC & R Systems* - Gerald Kettler

This is finally going out for public review.

*GPC-10P Criteria For Achieving Acceptable Indoor Environment* - Gerry Kettler

No progress is expected at the meeting tomorrow.

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

Most of the basic information is down. Expect to request to go out for public review in Minneapolis.

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

This has been voted out of the committee for publication.

*TC 1.4 Control Theory and Application* - Larry Fisher

No report. Barry Bridges commented that they are looking for a cosponsor for a seminar or a forum, "Have you ever seen a fully commissioned DDC system?" They are looking at this for Atlanta.

**Action Item #2:** Carl Lawson will follow up with Barry Bridges to help identify speakers.

*TC 1.7 Operating and Maintenance Management* - Kathleen Radke

We cosponsored with them a forum here in Dallas on commissioning documentation. 1.7 is seeking cosponsors from 9.9 for a symposium planned for Atlanta, "Development of O&M manuals for the 21st Century". At the meeting in Seattle, there was a forum, Commissioning Documentation: What is needed and why? There were a number of issues publicized in the meeting minutes, including: Commissioning should be continued into the occupancy stage; Commissioning agents should have knowledge of control systems; Design data and conditions should be placed on the drawings for record purposes; O&M manuals should be specific to a project; Commissioning definitions should be understood by all participants for uniform results; Sequence of operations and a points list should be provided by the design engineer and included in the design documents and commissioning report; Commissioning should be applied to all levels of the project where mistakes can be made.

A work statement is being prepared for a research project called , "Diagnostic Tools for Maintenance, Operating, and Commissioning Cost Optimization," and support from 9.9 may be requested.

*TC 1.8 Owning and Operating Costs* - Barry Bridges

They are looking at a research issue on life cycle costing. They did a survey through a company which received a low response. They are unsure whether the data would be valid with such a small sample.

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

Nothing to report except that we are still working together on programs as much as possible.

*TC 9.7 Testing and Balancing - Rodney Lewis*

No report. David Bevirt commented that several members of TC9.7 were upset because papers had been written and submitted to the Journal and voted down. This will be discussed at their committee meeting. There have also been a couple of articles in the trade press about pitot tube traversing which were full of misinformation. A research project may be recommended to test the two most common methods.

**Membership - Elia Sterling**

Already covered. David Bevirt requested that those who wish to become voting members see him after the meeting. Corresponding members who have not attended meetings will be dropped.

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

Elia encouraged those who have an interest in commenting on the addenda to this standard to contact him. As liaison, he receives proposed addenda before they go out to public review, giving an opportunity for earlier influence by a consolidated report of comments. This is particularly important since now it is the policy that consensus must be achieved within ASHRAE before a document goes out for public review.

**Action Item #3:** David Bevirt will write a letter to the manager of Standards to reappoint Elia a liaison to SSPC-62.

**Old Business:**

There was no old business.

**New Business:**

There was no new business.

**Next Meeting:**

The next meeting will be Sunday, June 25, 1999; in Minneapolis, from 3-5 PM.

**Adjournment:**

The meeting was adjourned at 6:05 PM.

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By: Janice Peterson

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