

Meeting Minutes

TC 9.9 Building Commissioning

Philadelphia Marriott
26 January, 1997

The meeting was called to order at 3:00 P.M.

MOTION NO. 1

The minutes of the June 23, 1996 meeting were distributed by Christie Kjellman and unanimously approved.

COMMITTEE REPORTS

HANDBOOK CHAPTER - Dave Bevirt

The subcommittee met to discuss revisions to the existing chapter. The existing chapter will be used as an outline for the new edition. The Handbook Chapter committee proposed motion #2. A revised chapter will be put together in draft form prior to the next meeting. The draft will be sent to the TC for review and approval.

MOTION NO. 2

A vote was in favor to accept (7, 0, 0) the motion provided on Attachment E for HVAC and related systems commissioning be included in the revised Handbook Chapter.

PROGRAMS - Wayne Dunn

The response to the forums have been positive and well attended. Twelve sessions including symposiums, forums, and seminars are slated up through the Toronto June 1998 meeting, see Attachment A. Five spaces have been intentionally been left open by the Program Chair. Wayne Dunn went through society program guidelines on pages 12-20 of committee report. Society notes they always have many forums and would like to include more symposiums.

MOTION NO. 3

Gerry Kettler moved and David Bevirt seconded 8/0/0 to approve the Program Committee report.

RESEARCH - Kathie Radke

A complete report of the committees activities are included in Attachment B. The attached report provides minutes of their meeting, includes specific questions that were asked and the responses, nine research items and the status of each of them, a membership roster, a status of the work statements, and draft research plans.

The following action items were assigned from the Research Committee report:

- AI** George Hightower will respond to item #2.
- #1**

AI #2 Carl Lawson and Christie Kjellman are to provide the research plan for the April meeting (Items #3 & 4 may be combined).

AI #3 Dave Shipley will prepare item #8.

AI #4 David Butler is to arrange for both the program committee and the research committee to meet at the same time for the Boston and following meetings. David Butler will also get room assignments for the subcommittee meetings.

MOTION NO. 4

Charles Gaziano moved that we accept the research report (6,0,0).

David Butler thanked Kathie Radke and her committee for the excellent report and committee work.

INTERNATIONAL - Philip Haves

No report.

LONG RANGE PLANNING (LRP) - Carl Lawson

The committee has set forth the following goal: "ASHRAE should take a leadership position in development of a total building commissioning standard and certification program." Refer to Attachment C for the steps that have been identified to achieve this goal.

Eli Howard will be the vice chair for this committee.

The proposed Total Building Commissioning Guideline will be put into modules like the NFPA books to facilitate changes easily and quickly.

Certification will be for individuals, not buildings. Looking for partners for certifying people. Forum 16 will discuss ASHRAE Certification. Committee members are looking for comments.

David Butler commended the committee for treading in new territory. Carl Lawson will try to have the LRP meeting on Saturday mornings because he has another conflict with the current meeting time.

MOTION NO. 5

David Bevirt moved and Charles Gaziano seconded the LRP committee report (7,0,0).

MEMBERSHIP - Elia Sterling

No report.

Individuals need to make it known if you want to serve on a subcommittee.

LIAISON REPORTS

SSPC 62R (Ventilation for Acceptable IAQ) - Elia Sterling

Review comments could only be responded to from an ad hoc committee. A committee is being established to evaluate why so many comments were submitted on Standards 62 and 90. Society will be changing the review process and will be setting rules to better handle and consolidate comments.

Standard 62 committee wants to respond to all comments by April 1997.

SSPC 90.1 (Energy Efficient Design of New Buildings) - Wayne Dunn

The Standards Committee has broken into groups. Each group is addressing comments. A form letter will be used to respond to comments. New member, Larry Spielvogel, had significant comments in the meeting. In Wayne Dunn's opinion, it will be another year before the second review is out. One issue being discussed is the trading of inefficient aspects of a project with other efficient aspects to develop compliance for the overall project.

SPC 111 (Test and Balance for HVAC & R Systems) - Gerry Kettler

AI #5 David Butler will be sending out a letter ballot this spring to nominate Gerry Kettler as the official liaison for this Standard.

Chapters 1 through 14 and Appendices A through G were completed in draft form at the Philadelphia meeting. After final input from the committee, a vote will be taken to submit the draft for public review. This should be completed by March, 1997.

SPC 129P (Method of Testing Air Change Effectiveness) - Ted Cohen

In San Antonio SPC-129 voted to submit for review to Standards Committee.

GPC - 1

The Guideline version 1-1996 is now available at the bookstore!

G10P (Criteria For Achieving Acceptable Indoor Environment) - Gerry Kettler

The committee met on Sunday, January 26, 1997 for four hours.

A new draft guideline was discussed. This draft was again extensively revised from past issues and contains extensive technical data from research and papers done by the committee members.

As at the last meeting, the discussion involved the perceived need for additional research and the interrelationship of dissatisfiers. Present guideline sections include: definitions of environmental criteria, functional aspects of acceptable indoor environments, criteria for indoor environments, and extensive appendices containing research data. They are trying to bridge differences between Standards 55 and 62, and total inter-relateability.

All discussion was limited to committee members.

No schedule for public review was set.

GPC 11P (Testing Control Systems) - Gerry Kettler

Discussions were held on: guideline contents, and several potential sections, along with the intended use of the guideline. The major sections include: general format, device testing - water and air, controlled devices, system testing, sequence of operation, and documentation. The committee assignments were also reviewed. A format for the section input will be developed and supplied to committee members for completion before Boston. The intent is to provide a guideline that is usable by field level technicians, and provides requirements for design of testable devices and system installations.

No schedule was set for guideline completion. Assignments have been given out. Additional members are welcome.

GPC 13P (Specifying Direct Digital Control Systems) - Gerry Kettler

The committee met on Friday, January 24 and Saturday, January 25, 1997.

Discussions were held on a draft of the guideline including the companion specification that has been under development at the past several meetings. The major guideline sections include: general format, nomenclature, design of systems, content and format of specification, specification text with extensive discussion, and instructions to contractor. Testing and commissioning both have sections in the guideline and sample specifications at this time. An additional meeting will be held in Jacksonville, Florida in April, 1997.

The committee expects to finalize the guideline for public review at, or shortly after, the Jacksonville meeting.

TC 1.7 (Operations & Maintenance Management) - Kathie Radke

TC 9.9 members asked if TC 1.7 members can provide specific requirements with regard to documentation at the conclusion of commissioning. TC 1.7 responded that their activities with Guideline 4 address that need directly. Brian O'Donnell is the point of contact on TC 1.7 leading the work on Guideline 4. A seminar on case studies in building effective O&M documentation was suggested for Toronto. It was discussed that both this topic and IAQ share common ground between the two TCs.

TC 1.7 is interested in the work that TC 9.9 is doing with "Total Building Commissioning" and would like to investigate what impact it could have on "Total Operations and Maintenance." This is another area for future collaboration on programs and research ideas.

TC 1.8 (Owning and Operating Costs) - Barry Bridges

See Attachment H for liaison report.

TC 9.1 (Large Building Air Conditioning Systems) - Joe Scolaro

No report.

TC 9.8 (Large Building Air Conditioning Applications) - Joe Sclaro

Report given by Carl Lawson. Health care initiative put together. ASHRAE will put together the program that is funded by EPRI. AIA is involved, and AHA and AMA has 2 representatives. The documents are estimated to be 500 - 600 pages in length. They will meet two-to-three times per year. The committee hopes to get the document out in a couple of years.

AI David Butler is to ask Rodney Lewis if he would serve as liaison to TC 9.7.
#6

AI David Butler is to appoint a liaison to Standard 90.2 (note: liaison will be voted on by TC 9.9 at Boston Meeting).
#7

AI David Butler is to submit the new roster at the end of this meeting.
#8

CORRESPONDENCE

A letter dated January 8, 1997 was received from Lawrence Spielvogel on the expansion of new and replacement project committee members, see Attachment F.

A letter dated January 13, 1997 was received from Lawrence Spielvogel on Standard 90.1 project committee membership, see Attachment G.

SOCIETY REPORTS

Journal Liaison - Gordon Holness

Society is interested in articles for the Insights and Journal. It is now open from July on for articles. Two themes are provided for each issue. Symposiums are good sources for articles and so are the fundamentals.

Questions and answers on technical forums are now available on-line.

AI David Butler will assign a Journal liaison from this committee.
#9

A package is available on how to put an article together. A \$100 bookstore certificate is available for authors.

AI David Butler is to appoint a Standards subcommittee with a minimum of five members. The Chair needs to be an ASHRAE member, but the other members don't need to be ASHRAE members.
#10

NEW BUSINESS

50 copies of reports from committees are requested for the TC meetings.

AI Walter Grondzik volunteered for liaison to SSPC 90.2, but he isn't a voting member
#11 so he may not be able to serve as the liaison. This will be pursued by David Butler.

AI David Butler and TC 9.9 committee will submit names for GPC-1.

#12

On April 28-30, 1997 a Building Commissioning Conference will be held in Huntington Beach, California.

The meeting was adjourned at 5 p.m.

By: Christie R. Kjellman, CEM, CDSM
Secretary to TC 9.9

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