

Meeting Minutes

TC 9.9 Building Commissioning

Washington State Convention Center
20 June 1999

The meeting was called to order at 3:05 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). No new items were added to the agenda.

Review of Action Items (AI) Status:

Only normal activities.

Review of Previous Meeting's Minutes

Two corrections were made to the minutes (Chicago, 1/99): J R Anderson (CM) and Walter Grondzik should be listed as present.

Motion 1: The minutes from the Chicago meeting were unanimously approved with correction.

Subcommittee Reports:

I. Membership - Elia Sterling

Starting after this meeting, there will be 18 voting members and 26 corresponding members. The voting members will be Dave Bevirt, Kathy Radke, Janice Peterson, Carl Lawson, David Shipley, Gerry Kettler, Karl Stum, Elia Sterling, Richard Casault, Walter Grondzik, Eli Howard, Michael King, Andrew Nolfo, Kenneth Peet, Richard Rose, Joe Scolaro, Cedric Trueman, and Jack Twa. Two people will roll off at this time next year; Joe Scolaro and Cedric Trueman. Their replacements will be decided in January.

II. Program

The program committee did not meet. Wayne Dunne is rolling off the TC. Gerald Kettler has put together a list to review. He has received no information from Wayne.

There is a seminar Wednesday morning chaired by Gerald Kettler, "Does Commissioning Actually Reduce the Overall Cost of a Project?" A forum was completed on Sunday morning on documentation. For Dallas there is a seminar on functional performance testing and maybe another forum.

Plans need to be made now for Minneapolis and Dallas. Carl Lawson led discussion through a list of proposed programs. Carl and Rich Rose will serve as the program committee chair, in place of Wayne. Program subcommittee members will be J.R. Anderson. Kathy Radke. Gerald Kettler. Joe Scolaro. Elia Sterling. and

Larry Fisher.

Action Item #1: Carl Lawson will type up a list of proposed programs and furnish a copy to the secretary.

Karl Stum would like to co-sponsor a seminar in Dallas with TC9.6, Systems Energy Utilization. The seminar will be on Existing Building Commissioning: Energy Savings Opportunities. They already have speakers, but would like TC 9.9 to cosponsor.

Motion 2: There was a motion to sponsor the seminar with TC 9.6 which passed by consensus.

III. Standards - Rodney Lewis

90.1 has been voted out of Standards for publication. 62-89 is available for review on the web. They are trying to streamline standards by putting some functions in with boards, to be able to get them out within a three year timeline.

Elia Sterling wrote a letter to George Jackins expressing concern that the addenda released by 62.1 are essentially reintroducing 62R. The same text that failed as a package is being again. He asked if it was the intent to reintroduce 62R through the addenda process. If this was not the intent then why is the society's time being wasted. The response to Elia was that it was not the intent of the board to reintroduce 62R, efforts to do so have wasted time and money and there are steps being taken to put things right.

Motion 3: Elia moved that TC9.9 endorse his letter and share in the responsibility for the letter. Seconded by Carl Lawson.

Karl Stum commented that it would help if particulars of the standard could be summarized for committee members. Elia explained that there had been a subcommittee of TC9.9 that had substantial comments on most sections of 62R. Now the standards committee is essentially resubmitting 62R for public review without having responded to our comments.

There was a call for the question. Motion 3 passed unanimously with Karl Stum abstaining.

IV. Handbook Chapter - Karl Stum

Karl reported that the handbook committee is a year into a four year cycle to revise the chapter. He asked for volunteers. He also explained that ASHRAE had vetoed the inclusion of cost numbers discussed at the Chicago meeting, so that is why they are not in the chapter.

V. Research - Kristin Heinemeier

Dave Shiolev stood in for Kristin. The subcommittee report is attached. The

research committee was satisfied with the response to comments on WS 1032. Now the TC needs to vote. There were four comments. The comments and the responses are included in the subcommittee report. The subcommittee has recommended that the changes to the work statement be accepted. Carl Lawson suggested that the word agent be changed to authority. Carl moved that the TC accept the new work statement with the change. Gerald Kettler seconded.

Motion 4: A motion to approve the new work statement with changes and to reiterate support for WS 1032 as the number one priority passed unanimously.

Motion 5: A motion was made and seconded to accept the research report. The motion passed unanimously.

All present except for voting members and members of the subcommittee were asked to step into the hallway until discussion was completed on the selection of a contractor for 1115-TRP and a vote was taken. Dave Shipley explained the process that the committee went through to recommend a contractor. A weighting scheme was developed first. There was one proposal before the committee. Each member rated the proposal to be sure it was above the 70% cutoff, which it was in every case. Kathy Radke moved to accept the bidder. The motion was seconded by Carl Lawson.

Motion 6: The motion was to recommend to ASHRAE to award the contract for 1115-TRP to the single bidder. The motion passed unanimously.

At this time all corresponding members and visitors were invited back into the meeting.

VI. Handbook Liaison

The handbook liaison from society, Henry Manczyk, commented that when the committee reviews its chapter, it should keep in mind that the handbook is intended for an engineer's use in practical application.

VII. Long Range Planning - Gerald Kettler

Gerald Kettler passed out copies of the LRP report. He reported that there were only two people attending the LRP committee and invited anyone interested to attend future meetings. Three areas were highlighted in the report. First, the update of GPC! Is underway and is being coordinated with the efforts of NIBS to create a total building commissioning process. Second, it is proposed to develop a series of symposia from which ASHRAE can provide a book on commissioning for education and promotion. Old papers might also be used. Third, it is felt that there is a lack of supporting documents to help practitioners. It is proposed to develop a series of commissioning related guidelines.

VIII. Total Commissioning Guideline - Carl Lawson

There are twelve different areas that are being worked in. Guideline 0 will be an

overview; Guideline 1 will be HVAC and Energy; etc. The only committee that has not really started writing in for Guideline 1. The GPC 1 committee should get approval on Wednesday. The next meeting will be in October to hash over drafts. It will be about three years before the total document is completed. GPC1 met unofficially on Friday to assign subcommittees and set up meetings. Voting members will get funding if needed. They want the new guideline to be completed in three years. Major changes will be made. Some things will move from the appendix to the main document.

Gerald Kettler expressed the opinion that the NIBS document would not be an overlap with the proposed effort to develop the series of commissioning related guidelines.

Motion 7: Carl Lawson made a motion to accept the conceptual plan of the LRP committee as presented. This was seconded and passed unanimously.

VIII. Web Page - Dave Shipley

Report attached. The website is located at <http://www.ecw.org/tc99/>. Dave reported that usage has been as high as 584 hits/month.

Liaison Reports:

- I.** *SSPC-62 Ventilation for Acceptable IAQ* - Elia Sterling
Already covered under standards report.
- II.** *SSPC 90.1 Energy Efficient Design of New Buildings* - Cedric Trueman
Already covered by Rodney Lewis.
- III.** *SSPC 90.2 Energy Efficient Design of New Low Rise Residential* - Walter Grondzik
Nothing to report.
- IV.** *GPC-4 Operating and Maintenance Documentation* - Gerald Kettler
Members have not yet been appointed.
- V.** *SPC 111 Test and Balance for HVAC & R Systems* - Gerald Kettler
Hopefully this will be available for review after Monday's meeting.
- VI.** *SPC 129P Method of Testing/Air Change Effectiveness*
No report. Already published; removed from agenda list.
- VII.** *G10P Criteria For Achieving Acceptable Indoor Environment* - Gerry Kettler
No progress on this. The new Guideline 62 may impact 10, but it is unclear what will happen.
- VIII.** *GPC 11P Performance Testing and Verification Control Systems* - Gerald Kettler
This is in pretty good shape. They are hoping to go out for public review after Dallas.

- IX.** *GPC 13P Specifying Direct Digital Control Systems* - Gerald Kettler
This has gone through its second public review and is close to being ready for publication.
- X.** *TC 1.4 Control Theory and Application* - Larry Fisher
TC1.4 turned in a work statement for "Field Performance Assessment of VAV Control Systems Before and After Commissioning."
- XI.** *TC 1.7 Operating and Maintenance Management* - Kathleen Radke
No report.
- XII.** *TC 1.8 Owning and Operating Costs* - Barry Bridges
No report.
- XIII.** *TC 9.1 Large Building Air Conditioning Systems* - Joe Scolaro
No report.
- XIV.** *TC 9.7 Testing and Balancing* - Rodney Lewis
No report.
- XV.** *TC 9.8 Large Building Air Conditioning Applications* - Carl Lawson
This committee has taken the duties of writing a healthcare design manual for engineers. They hope to have it out within two years.

Old Business:

There was no old business.

New Business:

The BCA website is now linked from 9.9. Membership is available nationwide.

Action Item #2: Gerald Kettler and Dave Bevirt will submit a title, purpose and scope for design intent to the Standards committee at their October meeting.

Action Item #3: Dave Bevirt will submit forms on the research project. These have to be in by 7AM Wednesday.

Next Meeting:

The next meeting will be Sunday, February 6, 2000; in Dallas, from 3-5 PM.

Adjournment:

The meeting was adjourned at 6:13 PM.

By: Janice Peterson

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