

MINUTES
ASHRAE TC 7.9
Building Commissioning
Sunday, January 28, 2007, 3:00 - 5:00 PM

Dallas, Texas

Committee Scope: Technical Committee 7.9, Building Commissioning, is concerned with methods of developing and executing the commissioning process as required to provide HVAC and related systems, which conform with the design intent and project requirements.

The meeting was called to order by Chairperson Kristin Heinemier on January 28, 2007 at 3:05 P.M.

- § Self introductions took place as the sign-in sheets were distributed.
- § Minutes - David E. Bornside's name was misspelled in the Quebec minutes Richard Rose moved and Rick Casault seconded to approve the Quebec minutes as corrected. Motion passed.
- § Kristin's Report:
 - a. TRG 7 "Tools for Sustainable Building Operation" is looking for members.
 - b. TC 7.8 Owning and Operating Costs - just completed a brochure on Life Cycle Costing". Online data will be available as to the life expectancy of equipment.
 - c. TC 7.6 - will rewrite ASHRAE's energy position.
 - d. CTTC - Next web cast will be about indoor environmental design - April 18th.
 - e. GAME - Greening ASHRAE meetings and expositions.
 - f. Hightower Award - Exemplary service in the Technical Committees. Application to be submitted in October.
 - g. ASHRAE is looking for members to review the Master Format (CSI). Tom Cappellin reported that you can go to the Master Format website to make comments on the new format. Tom volunteered to gather data on member comments to submit to Kristin.
 - h. Paperless meetings - Walter Grondzik and Jeff Traylor to report in Long Beach what is required.
 - i. David Bornside moved and Rodney Lewis seconded to send a letter to have rescinded that session chairs do not receive free registration. Motion passed.
 - j. Theme for the Long Beach meeting is "Natural Ventilation". Theme for New York is "Zero Energy Design".
 - k. There is money available for research.
 - l. Net zero by 2020 is a popular theme in ASHRAE right now.

Sub-committee Reports

- § Elia Sterling reported on membership.
- § Richard Rose - Programs - Report attached.
- § David Shipley reported on Research - Report is attached.

- \$ Ken Peet reported on PMS 1274-RP, Field Performance Assessment of Package Equipment to Quantify the Benefits of Proper Service. Project is to be completed by January 2008.
- \$ Handbook Committee - Rick Casault. Rick asked for volunteers to be on the committee: Andy Nolfo, Rick Rose, Tim Corbett, Charlie Culp, Walter Grondzik, Jeff Traylor, Carl Lawson, Mike King, John Castelvechi.
- \$ Gerry Kettler reported on Long Range Planning - report attached.
 - a. Rick Casault made a motion, seconded by Jeff Traylor to create a user manual for the commissioning process. Motion passed.
- \$ Carl Lawson along with Tom Cappellin and Richard Rose have discussed making Guideline O & 1 into a standard. Task Group to consist of Tom Cappellin, Jeff Traylor, Gerry Kettler, Carl Lawson, Charlie Culp to look into this on a deeper basis before the next meeting.
- \$ Richard Hayter reported from the Ad Hoc committee for certification.
- \$ David Shipley reported on the website.

Liaison Reports

- \$ SGPC-0 & GPC-1 - Jeff Traylor - Continuous maintenance of Guideline O. For is online.
- \$ GPC-4 - Bill McCartney - Guideline for documentation. Finishing with the last commentor.
- \$ Elia Sterling SSPC-62
 - a. Andy Nolfo moved, seconded by Bill McCartney to send a letter to the committee writing the IAQ design guide to add commissioning. Motion passed.
- \$ SPC 90.1 - No Report
- \$ SPC-111 - Turned into Standards
- \$ SPC-180 - Will go for public review again.
- \$ GPC-11P - Should be open for public review.
- \$ GPC-30 - draft in two years.
- \$ GPC-31P - Meet one more time unofficially in Long Beach.
- \$ TC 1.8 - No Report
(K-12 Schools) Energy design guide.
- \$ TC 7.7 - Standard 111, Standard 151 is ship board balancing.
- \$ BCA - A tools and technology conference was held. BCA has sample documents.
- \$ ACG - In process of rewriting their commissioning guide line. Will be close to Guideline O. The certification program is moving forward.
- \$ NEBB - In process of rewriting the procedural standard. Will be out by the end of the year.
- \$ USGBC - No Report
- \$ CCC - Two projects - Design review tool, methods for verifying savings for retro-commissioning projects. CCC has published new guidelines, one for new and one for existing buildings. Visit Cacx.org.
- \$ Floor was opened to discussion concerning commissioning certification. Gerry Kettler referenced two forums planned concerning certification.
- \$ Rick Rose moved and Rick Casault seconded to adjourn the meeting. Motion passed.