SECTION 23 05 93 - TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Balancing Air Systems:

a. Constant-volume air systems.

1.3 DEFINITIONS

A. AABC: Associated Air Balance Council.

B. BAS: Building automation systems.

C. NEBB: National Environmental Balancing Bureau.

D. TAB: Testing, adjusting, and balancing.

E. TABB: Testing, Adjusting, and Balancing Bureau.

F. TAB Specialist: An independent entity meeting qualifications to perform TAB work.

G. TDH: Total dynamic head.

1.4 PREINSTALLATION MEETINGS

A. TAB Conference: If requested by the Owner, conduct a TAB conference at the project site after approval of the TAB strategies and procedures plan to develop a mutual understanding of the details. Provide a minimum of 14 days' advance notice of scheduled meeting time and location.

1. Minimum Agenda Items:

a. The Contract Documents examination report.
b. The TAB plan.
c. Needs for coordination and cooperation of trades and subcontractors.
d. Proposed procedures for documentation and communication flow.

1.5 ACTION SUBMITTALS

1. TAB Report: Documentation indicating that Work complies with ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

1.6 INFORMATIONAL SUBMITTALS

A. Qualification Data: Within 30 days of Contractor's Notice to Proceed, submit documentation that the TAB specialist and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.

B. Contract Documents Examination Report: Within 60 days of Contractor's Notice to Proceed, submit the Contract Documents review report as specified in Part 3.

C. Strategies and Procedures Plan: Within 30 days of Contractor's Notice to Proceed, submit TAB strategies and step-by-step procedures as specified in "Preparation" Article.

D. System Readiness Checklists: Within 30 days of Contractor's Notice to Proceed, submit system readiness checklists as specified in "Preparation" Article.

E. Examination Report: Submit a summary report of the examination review required in "Examination" Article.

F. Certified TAB reports.

G. Sample report forms.

H. Instrument calibration reports, to include the following:

1. Instrument type and make.
2. Serial number.
3. Application.
4. Dates of use.
5. Dates of calibration.

1.7 QUALITY ASSURANCE

A. TAB Specialists Qualifications: Certified by AABC.

1. TAB Field Supervisor: Employee of the TAB specialist and certified by AABC.
2. TAB Technician: Employee of the TAB specialist and certified by AABC as a TAB technician.

B. TAB Specialists Qualifications: Certified by NEBB or TABB.

1. TAB Field Supervisor: Employee of the TAB specialist and certified by NEBB or TABB.
2. TAB Technician: Employee of the TAB specialist and certified by NEBB or TABB as a TAB technician.

C. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."

D. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

1.8 FIELD CONDITIONS

A. Full Owner Occupancy: Owner will occupy the site and existing building during entire TAB period. Cooperate with Owner during TAB operations to minimize conflicts with Owner's operations.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems designs that may preclude proper TAB of systems and equipment.

B. Examine installed systems for balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers. Verify that locations of these balancing devices are applicable for intended purpose and are accessible.

C. Examine the approved submittals for HVAC systems and equipment.

D. Examine design data including HVAC system descriptions, statements of design assumptions for environmental conditions and systems output, and statements of philosophies and assumptions about HVAC system and equipment controls.

E. Examine equipment performance data including fan and pump curves.

1. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
2. Calculate system-effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from the conditions used to rate equipment performance. To calculate system effects for air systems, use tables and charts found in AMCA 201, "Fans and Systems," or in SMACNA's "HVAC Systems - Duct Design." Compare results with the design data and installed conditions.

F. Examine system and equipment installations and verify that field quality-control testing, cleaning, and adjusting specified in individual Sections have been performed.

G. Examine test reports specified in individual system and equipment Sections.

H. Examine HVAC equipment and verify that bearings are greased, belts are aligned and tight, filters are clean, and equipment with functioning controls is ready for operation.

I. Examine operating safety interlocks and controls on HVAC equipment.

J. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

3.2 PREPARATION

A. Prepare a TAB plan that includes the following:

1. Equipment and systems to be tested.
2. Strategies and step-by-step procedures for balancing the systems.
3. Instrumentation to be used.
4. Sample forms with specific identification for all equipment.

B. Perform system-readiness checks of HVAC systems and equipment to verify system readiness for TAB work. Include, at a minimum, the following:

1. Airside:
   a. Volume, smoke, and fire dampers are open and functional.
   b. Clean filters are installed.
   c. Fans are operating, free of vibration, and rotating in correct direction.
   d. Variable-frequency controllers' startup is complete and safeties are verified.
   e. Automatic temperature-control systems are operational.
   f. Windows and doors are installed.
   g. Suitable access to balancing devices and equipment is provided.

3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING

A. Perform testing and balancing procedures on each system according to the procedures contained in AABC's "National Standards for Total System Balance", NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems" and in this Section.

1. After testing and balancing, patch probe holes in ducts with same material and thickness as used to construct ducts.

B. Mark equipment and balancing devices, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, with paint or other suitable, permanent identification material to show final settings.

C. Take and report testing and balancing measurements in inch-pound (IP) units.

3.4 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Cross-check the summation of required outlet volumes with required fan volumes.

B. Prepare schematic diagrams of systems' "as-built" duct layouts.

C. Check airflow patterns from the outdoor-air louvers and dampers and the return- and exhaust-air dampers through the supply-fan discharge and mixing dampers.

D. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.

E. Verify that motor starters are equipped with properly sized thermal protection.

F. Check dampers for proper position to achieve desired airflow path.

G. Check for airflow blockages.

3.5 PROCEDURES FOR CONSTANT-VOLUME AIR SYSTEMS

A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.

1. Measure total airflow.

    a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
    b. Where duct conditions are not suitable for Pitot-tube traverse measurements, a traverse may be acceptable.

2. Measure fan static pressures as follows:

    a. Measure static pressure directly at the fan outlet or through the flexible connection.
    b. Measure static pressure directly at the fan inlet or through the flexible connection.
    c. Measure static pressure across each component that makes up the air-handling system.

3. Review Record Documents to determine variations in design static pressures versus actual static pressures. Calculate actual system-effect factors. Recommend adjustments to accommodate actual conditions.
4. Obtain approval from Owner or Construction Manager for adjustment of fan speed higher or lower than indicated speed. Comply with requirements in HVAC Sections for air-handling units for adjustment of fans, belts, and pulley sizes to achieve indicated air-handling-unit performance.
5. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload occurs. Measure amperage in full-cooling, full-heating, economizer, and any other operating mode to determine the maximum required brake horsepower.

B. Adjust air inlets and outlets for each space to indicated airflows.

1. Set airflow patterns of adjustable outlets for proper distribution without drafts.
2. Measure inlets and outlets airflow.
3. Adjust each inlet and outlet for specified airflow.
4. Re-measure each inlet and outlet after they have been adjusted.

C. Verify final system conditions.

1. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to design if necessary.
2. Re-measure and confirm that total airflow is within design.
3. Re-measure all final fan operating data, rpms, volts, amps, and static profile.
4. Mark all final settings.
5. Test system in economizer mode. Verify proper operation and adjust if necessary.
6. Measure and record all operating data.
7. Record final fan-performance data.

3.6 PROCEDURES FOR MOTORS

A. Motors 1/2 HP and Larger: Test at final balanced conditions and record the following data:

1. Manufacturer's name, model number, and serial number.
2. Motor horsepower rating.
3. Motor rpm.
4. Phase and hertz.
5. Nameplate and measured voltage, each phase.
6. Nameplate and measured amperage, each phase.
7. Starter size and thermal-protection-element rating.
8. Service factor and frame size.

B. Motors Driven by Variable-Frequency Controllers: Test manual bypass of controller to prove proper operation.

3.7 PROGRESS REPORTING

A. Initial Construction-Phase Report: Based on examination of the Contract Documents as specified in "Examination" Article, prepare a report on the adequacy of design for systems balancing devices. Recommend changes and additions to systems balancing devices to facilitate proper performance measuring and balancing. Recommend changes and additions to HVAC systems and general construction to allow access for performance measuring and balancing devices.

B. Status Reports: Prepare biweekly progress reports to describe completed procedures, procedures in progress, and scheduled procedures. Include a list of deficiencies and problems found in systems being tested and balanced. Prepare a separate report for each system and each building floor for systems serving multiple floors.

3.8 FINAL REPORT

A. General: Prepare a certified written report; tabulate and divide the report into separate sections for tested systems and balanced systems.

1. Include a certification sheet at the front of the report's binder, signed and sealed by the certified testing and balancing engineer.
2. Include a list of instruments used for procedures, along with proof of calibration.
3. Certify validity and accuracy of field data.

B. Final Report Contents: In addition to certified field-report data, include the following:
1. Fan curves.
2. Manufacturers' test data.
3. Field test reports prepared by system and equipment installers.
4. Other information relative to equipment performance; do not include Shop Drawings and Product Data.

C. General Report Data: In addition to form titles and entries, include the following data:

1. Title page.
2. Name and address of the TAB specialist.
3. Project name.
4. Project location.
5. Architect's name and address.
6. Engineer's name and address.
7. Contractor's name and address.
8. Report date.
9. Signature of TAB supervisor who certifies the report.
10. Table of Contents with the total number of pages defined for each section of the report. Number each page in the report.
11. Summary of contents including the following:

    a. Indicated versus final performance.
    b. Notable characteristics of systems.
    c. Description of system operation sequence if it varies from the Contract Documents.

12. Nomenclature sheets for each item of equipment.
13. Data for terminal units, including manufacturer's name, type, size, and fittings.
14. Notes to explain why certain final data in the body of reports vary from indicated values.
15. Test conditions for fans and pump performance forms including the following:

    a. Settings for outdoor-, return-, and exhaust-air dampers.
    b. Conditions of filters.
    c. Cooling coil, wet- and dry-bulb conditions.
    d. Fan drive settings including settings and percentage of maximum pitch diameter.
    e. Settings for supply-air, static-pressure controller.
    f. Other system operating conditions that affect performance.

D. System Diagrams: Include schematic layouts of air and hydronic distribution systems. Present each system with single-line diagram and include the following:

1. Quantities of outdoor, supply, return, and exhaust airflows.
2. Duct, outlet, and inlet sizes.
3. Terminal units.
4. Balancing stations.
5. Position of balancing devices.

3.9 VERIFICATION OF TAB REPORT

A. The TAB specialist's test and balance engineer shall conduct the inspection in the presence of Owner or Construction Manager.

B. Owner or Construction Manager shall randomly select measurements, documented in the final report, to be rechecked. Rechecking shall be limited to either 10 percent of the total measurements recorded or the extent of measurements that can be accomplished in a normal 8-hour business day.

C. If rechecks yield measurements that differ from the measurements documented in the final report by more than the tolerances allowed, the measurements shall be noted as "FAILED."

D. If the number of "FAILED" measurements is greater than 10 percent of the total measurements checked during the final inspection, the testing and balancing shall be considered incomplete and shall be rejected.

E. If TAB work fails, proceed as follows:

1. TAB specialists shall recheck all measurements and make adjustments. Revise the final report and balancing device settings to include all changes; resubmit the final report and request a second final inspection.
2. If the second final inspection also fails, Owner may contract the services of another TAB specialist to complete TAB work according to the Contract Documents and deduct the cost of the services from the original TAB specialist's final payment.
3. If the second verification also fails, Owner may contact AABC Headquarters regarding the AABC National Performance Guaranty.

F. Prepare test and inspection reports.

3.10 ADDITIONAL TESTS

A. Within 90 days of completing TAB, perform additional TAB to verify that balanced conditions are being maintained throughout and to correct unusual conditions.

B. Seasonal Periods: If initial TAB procedures were not performed during near-peak summer and winter conditions, perform additional TAB during near-peak summer and winter conditions.

END OF SECTION 230593