

**SECTION 23 08 00  
COMMISSIONING OF HVAC SYSTEMS**

SPEC WRITER NOTES:

1. Delete between // -- -- // if not applicable to project. Also delete any other item or paragraph not applicable in the section and renumber the paragraphs.
2. Provide the year of latest edition to each publication given in Article 1.7 APPLICABLE PUBLICATIONS.

**PART 1 - GENERAL**

**1.1 DESCRIPTION**

- A. The requirements of this Section apply to all sections of Division 23.
- B. This project will have selected building systems commissioned. The complete list of equipment and systems to be commissioned is specified in Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS. The commissioning process, which the Contractor is responsible to execute, is defined in Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS. A Commissioning Agent (CxA) appointed by the VA will manage the commissioning process.

**1.2 RELATED WORK**

- A. Section 01 00 00 GENERAL REQUIREMENTS.
- B. Section 01 33 23 SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES.
- C. Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS.
- D. Section 23 05 41 NOISE AND VIBRATION CONTROL for HVAC PIPING AND EQUIPMENT.
- E. Section 23 05 93 TESTING, ADJUSTING, AND BALANCING FOR HVAC.
- F. Section 23 09 23 DIRECT-DIGITAL CONTROL SYSTEM FOR HVAC.

**1.3 SUMMARY**

- A. This Section includes requirements for commissioning the HVAC systems of the related subsystems and equipment. This Section supplements the general requirements specified in Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS.
- B. Refer to Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS for more details regarding processes and procedures as well as roles and responsibilities for all Commissioning Team members.

**1.4 DEFINITIONS**

- A. Refer to Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS for definitions.

**1.5 COMMISSIONED SYSTEMS**

- A. Commissioning of a system or systems specified in Division 23 is part of the construction process. Documentation and testing of these systems, as well as training of the VA's Operation and Maintenance personnel in accordance with the requirements of Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS and of Division 23, is required in cooperation with the VA and the Commissioning Agent.
- B. The Facility HVAC systems commissioning will include the systems listed in Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS.

**1.6 SUBMITTALS**

- A. The commissioning process requires review of selected Submittals that pertain to the systems to be commissioned. The Commissioning Agent will provide a list of submittals that will be reviewed by the Commissioning Agent. This list will be reviewed and approved by the VA prior to forwarding to the Contractor. Refer to Section 01 33 23 SHOP DRAWINGS, PRODUCT DATA, and SAMPLES for further details.
- B. The commissioning process requires Submittal review simultaneously with engineering review. Specific submittal requirements related to the commissioning process are specified in Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS.

SPEC WRITER NOTE: Insert the year of approved latest editions of the publications between the brackets and delete the brackets //----// if applicable to this project.

**1.7 APPLICABLE PUBLICATIONS**

- A. The following publications form a part of this specification to the extent indicated by the reference thereto. In text the publications are referenced to by the acronym of the organization.
- B. Department of Veterans Affairs (VA):
  - PG 18-10 //2007//.....Mission Critical Facilities - DRAFT
  - PG 18-10 //2007//.....Life-Safety Protected Facilities - DRAFT
- C. American Society of Heating, Refrigerating and Air Conditioning Engineers, Inc. (ASHRAE):
  - HANDBOOK //2019//.....HVAC Applications ASHRAE Handbook, Chapter 39, Testing, Adjusting, and Balancing, Chapter 44, HVAC Commissioning and Chapter 49, Sound and Vibration Control
  - HANDBOOK //2017//.....HVAC Fundamentals ASHRAE Handbook, Chapter 8, Sound and Vibration

- D. Associated Air Balance Council (AABC):  
7th Edition //2016//....AABC National Standards for Total System  
Balance
- E. National Environmental Balancing Bureau (NEBB):  
9th Edition //2019//....Procedural Standards for Testing, Adjusting,  
Balancing of Environmental Systems  
3rd Edition //2015// ...Procedural Standards for the Measurement of  
Sound and Vibration  
2nd Edition //2019// ... Standard for Whole Building Technical  
Commissioning of New Construction
- F. Sheet Metal and Air Conditioning Contractors National Association  
(SMACNA):  
006//2006//.....HVAC Duct Construction Standard - Metal and  
Flexible Duct  
3rd Edition //2005// ... HVAC Systems Testing, Adjusting and Balancing

**PART 2 - PRODUCTS (NOT USED)**

**PART 3 - EXECUTION**

**3.1 CONSTRUCTION INSPECTIONS**

- A. Commissioning of HVAC systems will require inspection of individual elements of the HVAC systems construction throughout the construction period. The Contractor shall coordinate with the Commissioning Agent in accordance with Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS and the Commissioning plan to schedule HVAC systems inspections as required to support the Commissioning Process.

**3.2 PRE-FUNCTIONAL CHECKLISTS**

- A. The Contractor shall complete Pre-Functional Checklists to verify systems, subsystems, and equipment installation is complete and systems are ready for Systems Functional Performance Testing. The Commissioning Agent will prepare Pre-Functional Checklists to be used to document equipment installation. Refer to Sections 23 05 41 NOISE AND VIBRATION CONTROL for HVAC PIPING AND EQUIPMENT, Section 23 05 93 TESTING, ADJUSTING, AND BALANCING FOR HVAC and Section 23 09 23 DIRECT-DIGITAL CONTROL SYSTEM FOR HVAC requirements. The Contractor shall complete the checklists. Completed checklists shall be submitted to the VA and to the Commissioning Agent for review. The Commissioning Agent may spot check a sample of completed checklists. If the Commissioning Agent determines that the information provided on the checklist is not accurate, the Commissioning Agent will return the

marked-up checklist to the Contractor for correction and resubmission. If the Commissioning Agent determines that a significant number of completed checklists for similar equipment are not accurate, the Commissioning Agent will select a broader sample of checklists for review. If the Commissioning Agent determines that a significant number of the broader sample of checklists is also inaccurate, all the checklists for the type of equipment will be returned to the Contractor for correction and resubmission. Refer to SECTION 01 91 00 GENERAL COMMISSIONING REQUIREMENTS for submittal requirements for Pre-Functional Checklists, Equipment Startup Reports, and other commissioning documents.

### **3.3 CONTRACTORS TESTS**

- A. Contractor tests as required by other sections of Division 23 shall be scheduled and documented in accordance with Section 01 00 00 GENERAL REQUIREMENTS. All testing shall be incorporated into the project schedule. Contractor shall provide no less than 7 calendar days' notice of testing. The Commissioning Agent will witness selected Contractor tests at the sole discretion of the Commissioning Agent. Contractor tests shall be completed prior to scheduling Systems Functional Performance Testing.

### **3.4 SYSTEMS FUNCTIONAL PERFORMANCE TESTING:**

- A. The Commissioning Process includes Systems Functional Performance Testing that is intended to test systems functional performance under steady state conditions, to test system reaction to changes in operating conditions, and system performance under emergency conditions. The Commissioning Agent will prepare detailed Systems Functional Performance Test procedures for review and approval by the Resident Engineer. The Contractor shall review and comment on the tests prior to approval. The Contractor shall provide the required labor, materials, and test equipment identified in the test procedure to perform the tests. The Commissioning Agent will witness and document the testing. The Contractor shall sign the test reports to verify tests were performed. See Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS, for additional requirements.

### **3.5 TRAINING OF VA PERSONNEL**

- A. Training of the VA operation and maintenance personnel is required in cooperation with the Resident Engineer and Commissioning Agent. Provide competent, factory authorized personnel to provide instruction

to operation and maintenance personnel concerning the location, operation, and troubleshooting of the installed systems. Contractor shall submit training agendas and trainer resumes in accordance with the requirements of Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS. The instruction shall be scheduled in coordination with the VA Resident Engineer after submission and approval of formal training plans. Refer to Section 01 91 00 GENERAL COMMISSIONING REQUIREMENTS and Division 23 Sections for additional Contractor training requirements.

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