

SECTION 23 05 93

TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ACOUSTICAL SOCIETY OF AMERICA (ASA)

ASA S1.11 PART 1 (2014) American National Standard
Electroacoustics - Octave-Band and
Fractional-Octave-Band Filters - Part 1:
Specifications

ASA S1.4 (1983; Amendment 1985; R 2006)
Specification for Sound Level Meters (ASA
47)

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING
ENGINEERS (ASHRAE)

ASHRAE HVAC APP IP HDBK (2011) HVAC Applications Handbook, I-P
Edition

ASHRAE HVAC APP SI HDBK (2015) HVAC Applications Handbook, SI
Edition

ASSOCIATED AIR BALANCE COUNCIL (AABC)

AABC MN-1 (2002; 6th ed) National Standards for
Total System Balance

AABC MN-4 (1996) Test and Balance Procedures

NATIONAL ENVIRONMENTAL BALANCING BUREAU (NEBB)

NEBB MASV (2006) Procedural Standards for
Measurements and Assessment of Sound and
Vibration

NEBB PROCEDURAL STANDARDS (2005) Procedural Standards for TAB
(Testing, Adjusting and Balancing)
Environmental Systems

SHEET METAL AND AIR CONDITIONING CONTRACTORS' NATIONAL ASSOCIATION
(SMACNA)

SMACNA 1780 (2002) HVAC Systems - Testing, Adjusting
and Balancing, 3rd Edition

SMACNA 1858 (2004) HVAC Sound And Vibration Manual -
First Edition

SMACNA 1972 CD

(2012) HVAC Air Duct Leakage Test Manual -
2nd Edition

1.2 DEFINITIONS

- a. AABC: Associated Air Balance Council
- b. COTR: Contracting Officer's Technical Representative
- c. DALT: Duct air leakage test
- d. DALT'd: Duct air leakage tested
- e. HVAC: Heating, ventilating, and air conditioning; or heating, ventilating, and cooling
- f. NEBB: National Environmental Balancing Bureau
- g. Out-of-tolerance data: Pertains only to field acceptance testing of Final DALT or TAB report. When applied to DALT work, this phase means
When applied to TAB work this phase means "a measurement taken during TAB field acceptance testing which does not fall within the range of plus 5 to minus 5 percent of the original measurement reported on the TAB Report for a specific parameter."
- h. Season of maximum heating load: The time of year when the outdoor temperature at the project site remains within plus or minus 30 degrees Fahrenheit of the project site's winter outdoor design temperature, throughout the period of TAB data recording.
- i. Season of maximum cooling load: The time of year when the outdoor temperature at the project site remains within plus or minus 5 degrees Fahrenheit of the project site's summer outdoor design temperature, throughout the period of TAB data recording.
- j. Season 1, Season 2: Depending upon when the project HVAC is completed and ready for TAB, Season 1 is defined, thereby defining Season 2. Season 1 could be the season of maximum heating load, or the season of maximum cooling load.
- k. Sound measurements terminology: Defined in AABC MN-1, NEBB MASV, or SMACNA 1858 (TABB).
- l. TAB: Testing, adjusting, and balancing (of HVAC systems)
- m. TAB'd: HVAC Testing/Adjusting/Balancing procedures performed
- n. TAB Agency: TAB Firm
- r. TABB: Testing Adjusting and Balancing Bureau

1.2.1 Similar Terms

In some instances, terminology differs between the Contract and the TAB Standard primarily because the intent of this Section is to use the industry standards specified, along with additional requirements listed herein to produce optimal results.

The following table of similar terms is provided for clarification only.

Contract requirements take precedent over the corresponding AABC, NEBB, or TABB requirements where differences exist.

SIMILAR TERMS			
Contract Term	AABC Term	NEBB Term	TABB Term
TAB Standard	National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems	Procedural Standards for Testing, Adjusting and Balancing of Environmental Systems	International Standards for Environmental Systems Balance
TAB Specialist	TAB Engineer	TAB Supervisor	TAB Supervisor
Systems Readiness Check	Construction Phase Inspection	Field Readiness Check & Preliminary Field Procedures	Field Readiness Check & Prelim. Field Procedures

1.3 WORK DESCRIPTION

The work includes duct air leakage testing (DALT) and testing, adjusting, and balancing (TAB) of new (and existing, where identified on drawings) heating, ventilating, and cooling (HVAC) air and/or water distribution systems including equipment and performance data, ducts, and piping which are located within, on, under, between, and adjacent to buildings.

Perform TAB in accordance with the requirements of the TAB procedural standard recommended by the TAB trade association that approved the TAB Firm's qualifications. Comply with requirements of AABC MN-1, NEBB PROCEDURAL STANDARDS, or SMACNA 1780 (TABB) as supplemented and modified by this specification section. All recommendations and suggested practices contained in the TAB procedural standards are considered mandatory.

Conduct DALT and TAB of the indicated existing systems and equipment and submit the specified DALT and TAB reports for approval. Conduct DALT testing in compliance with the requirements specified in SMACNA 1972 CD, except as supplemented and modified by this section. Conduct DALT and TAB work in accordance with the requirements of this section.

1.3.1 Air Distribution Systems

Test, adjust, and balance system (TAB) in compliance with this section. Obtain Contracting Officer's written approval before applying insulation to exterior of air distribution systems as specified under Section 23 07 00 THERMAL INSULATION FOR MECHANICAL SYSTEMS.

1.3.2 Water Distribution Systems

TAB system in compliance with this section. Obtain Contracting Officer's written approval before applying insulation to water distribution systems as specified under Section 23 07 00 THERMAL INSULATION FOR MECHANICAL SYSTEMS. At Contractor's option and with Contracting Officer's written

approval, the piping systems may be insulated before systems are TAB'd.

Terminate piping insulation immediately adjacent to each flow control valve, automatic control valve, or device. Seal the ends of pipe insulation and the space between ends of pipe insulation and piping, with waterproof vapor barrier coating.

After completion of work under this section, insulate the flow control valves and devices as specified under Section 23 07 00 THERMAL INSULATION FOR MECHANICAL SYSTEMS.

1.3.3 TAB SCHEMATIC DRAWINGS

Show the following information on TAB Schematic Drawings:

1. A unique number or mark for each piece of equipment or terminal.
2. Air quantities at air terminals.
3. Air quantities and temperatures in air handling unit schedules.
4. Water quantities and temperatures in thermal energy transfer equipment schedules.
5. Water quantities and heads in pump schedules.
6. Water flow measurement fittings and balancing fittings.
7. Ductwork Construction and Leakage Testing Table that defines the DALT test requirements, including each applicable HVAC duct system ID or mark, duct pressure class, duct seal class, and duct leakage test pressure. This table is included in the file for Graphics for Unified Facilities Guide Specifications:
<http://www.wbdg.org/ccb/NAVGRAPH/graphtoc.pdf>

Submit four (4) copies of the TAB Schematic Drawings and Report Forms to the Contracting Officer, no later than 21 calendar days prior to the start of TAB field measurements.

1.3.4 Related Requirements

1.4 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor Quality Control approval. Submittals with an "S" are for inclusion in the Sustainability Notebook, in conformance to Section 01 33 29 SUSTAINABILITY REPORTING. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Records of Existing Conditions; G

SD-02 Shop Drawings

TAB Schematic Drawings and Report Forms; G

SD-03 Product Data

Equipment and Performance Data; G

TAB Related HVAC Submittals; G

A list of the TAB Related HVAC Submittals, no later than 7 days after the approval of the TAB team engineer .

SD-06 Test Reports

Completed Pre-Final DALT Report; G

Certified Final DALT Report; G

SD-07 Certificates

Independent TAB Agency and Personnel Qualifications; G

DALT and TAB Submittal and Work Schedule; G

TAB Pre-Field Engineering Report; G

1.5 QUALITY ASSURANCE

1.5.1 Independent TAB Agency and Personnel Qualifications

To secure approval for the proposed agency, submit information certifying that the TAB agency is a first tier subcontractor who is not affiliated with any other company participating in work on this contract, including design, furnishing equipment, or construction. Further, submit the following, for the agency, to Contracting Officer for approval:

a. Independent AABC or NEBB or TABB TAB agency:

TAB agency: AABC registration number and expiration date of current certification; or NEBB certification number and expiration date of current certification; or TABB certification number and expiration date of current certification.

TAB team supervisor: Name and copy of AABC or NEBB or TABB TAB supervisor certificate and expiration date of current certification.

TAB team field leader: Name and documented evidence that the team field leader has satisfactorily performed full-time supervision of TAB work in the field for not less than 3 years immediately preceding this contract's bid opening date.

TAB team field technicians: Names and documented evidence that each field technician has satisfactorily assisted a TAB team field leader in performance of TAB work in the field for not less than one year immediately preceding this contract's bid opening date.

Current certificates: Registrations and certifications are current, and valid for the duration of this contract. Renew

Certifications which expire prior to completion of the TAB work, in a timely manner so that there is no lapse in registration or certification. TAB agency or TAB team personnel without a current registration or current certification are not to perform TAB work on this contract.

- b. TAB Team Members: TAB team approved to accomplish work on this contract are full-time employees of the TAB agency. No other personnel is allowed to do TAB work on this contract.
- c. Replacement of TAB team members: Replacement of members may occur if each new member complies with the applicable personnel qualifications and each is approved by the Contracting Officer.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 WORK DESCRIPTIONS OF PARTICIPANTS

Comply with requirements of this section.

3.2 PRE-DALT/TAB MEETING

Meet with the Contracting Officer's technical representative (COTR) and the designing engineer of the HVAC systems to develop a mutual understanding relative to the details of the DALT work and TAB work requirements. Ensure that the TAB supervisor is present at this meeting. Requirements to be discussed include required submittals, work schedule, and field quality control.

3.3 DALT PROCEDURES

3.3.1 Instruments, Consumables and Personnel

Provide instruments, consumables and personnel required to accomplish the DALT field work. Follow the same basic procedure specified below for TAB Field Work, including maintenance and calibration of instruments, accuracy of measurements, preliminary procedures, field work, workmanship and treatment of deficiencies. Calibrate and maintain instruments in accordance with manufacturer's written procedures.

3.3.2

On completion of the installation of each duct system indicated to be DALT'd, notify the Contracting Officer in writing prior to the COTR's duct selection field visit.

3.3.3 Ductwork To Be DALT'd

From each duct system indicated as subject to DALT, the COTR will randomly select sections of each completed duct system for testing by the Contractor's TAB Firm. The sections selected will not exceed 20 percent of the total measured linear footage of duct systems indicated as subject to DALT. Sections of duct systems subject to DALT will include 20 percent of main ducts, branch main ducts, branch ducts and plenums for supply, return, exhaust, and plenum ductwork.

It is acceptable for an entire duct system to be DALT'd instead of disassembling that system in order to DALT only the 20 percent portion specified above.

3.3.4 DALT Testing

Perform DALT on the HVAC duct sections of each system as selected by the COTR. Use the duct class, seal class, leakage class and the leak test pressure data indicated on the drawings, to comply with the procedures specified in SMACNA 1972 CD.

In spite of specifications of SMACNA 1972 CD to the contrary, DALT ductwork of construction class of 3-inch water gauge static pressure and below if indicated to be DALT'd. Complete DALT work on the COTR selected ductwork within 48 hours after the particular ductwork was selected for DALT. Separately conduct DALT work for large duct systems to enable the DALT work to be completed in 48 hours.

3.3.5 Completed Pre-Final DALT Report

3.3.6 Quality Assurance - COTR DALT Field Acceptance Testing

In the presence of the COTR and TAB team field leader, verify for accuracy Pre-final DALT Report data selected by the COTR. For each duct system, this acceptance testing shall be conducted on a maximum of 50 percent of the duct sections DALT'd.

Further, if any data on the Pre-final DALT report form for a given duct section is out-of-tolerance, then field acceptance testing shall be conducted on data for one additional duct section, preferably in the same duct system, in the presence of the COTR.

3.3.7 Additional COTR Field Acceptance Testing

If any of the duct sections checked for a given system are determined to have a leakage rate measured that exceeds the leakage rate allowed by SMACNA Leak Test Manual for an indicated duct construction class and sealant class, terminate data checking for that section. The associated Pre-final DALT Report data for the given duct system will be disapproved. Make the necessary corrections and prepare a revised Pre-final DALT Report. Reschedule a field check of the revised report data with the COTR.

3.3.8 Certified Final DALT Report

3.3.9 Prerequisite for TAB Field Work

Do not commence TAB field work prior to the completion and approval, for all systems, of the Final DALT Report.

3.4 TAB PROCEDURES

3.4.1 TAB Field Work

Test, adjust, and balance the HVAC systems until measured flow rates (air

and water flow) are within plus or minus 5 percent of the design flow rates as specified or indicated on the contract documents.

That is, comply with the requirements of AABC MN-1 or SMACNA 1780 (TABB) and SMACNA 1858 (TABB), except as supplemented and modified by this section.

Provide instruments and consumables required to accomplish the TAB work. Calibrate and maintain instruments in accordance with manufacturer's written procedures.

Test, adjust, and balance the HVAC systems until measured flow rates (air and water flow) are within plus or minus 5 percent of the design flow rates as specified or indicated on the contract documents. Conduct TAB work, including measurement accuracy, and sound measurement work in conformance with the AABC MN-1 and AABC MN-4, or NEBB TABES and NEBB MASV, or SMACNA 1780 (used by TABB) and SMACNA 1858 sound measurement procedures, except as supplemented and modified by this section. The only water flow and air flow reporting which can be deferred until the Season 2 is that data which would be affected in terms of accuracy due to outside ambient conditions.

3.4.2 Preliminary Procedures

Use the approved pre-field engineering report as instructions and procedures for accomplishing TAB field work. TAB engineer is to locate, in the field, test ports required for testing. It is the responsibility of the sheet metal contractor to provide and install test ports as required by the TAB engineer.

3.4.3 TAB Air Distribution Systems

3.4.3.1 Units With Coils

Report heating and cooling performance capacity tests for hot water, chilled water, DX and steam coils for the purpose of verifying that the coils meet the indicated design capacity. Submit the following data and calculations with the coil test reports:

- a. For air handlers with capacities greater than 7.5 tons (90,000 Btu) cooling, such as factory manufactured units, central built-up units and rooftop units, conduct capacity tests in accordance with AABC MN-4, procedure 3.5, "Coil Capacity Testing."

Do not determine entering and leaving wet and dry bulb temperatures by single point measurement, but by the average of multiple readings in compliance with paragraph 3.5-5, "Procedures", (in subparagraph d.) of AABC MN-4, Procedure 3.5, "Coil Capacity Testing."

Submit part-load coil performance data from the coil manufacturer converting test conditions to design conditions; use the data for the purpose of verifying that the coils meet the indicated design capacity in compliance with AABC MN-4, Procedure 3.5, "Coil Capacity Testing," paragraph 3.5.7, "Actual Capacity Vs. Design Capacity" (in subparagraph c.).

- b. For units with capacities of 7.5 tons (90,000 Btu) or less, such as fan coil units, duct mounted reheat coils associated with VAV terminal units, and unitary units, such as through-the-wall heat pumps:

Determine the apparent coil capacity by calculations using single point measurement of entering and leaving wet and dry bulb temperatures; submit the calculations with the coil reports.

3.4.3.2 Air Handling Units

Air handling unit systems including fans (air handling unit fans, exhaust fans and winter ventilation fans), coils, ducts, plenums, mixing boxes, terminal units, variable air volume boxes, and air distribution devices for supply air, return air, outside air, mixed air relief air, and makeup air.

3.4.3.3 Rooftop Air Conditioning

Rooftop air conditioning systems including fans, coils, ducts, plenums, and air distribution devices for supply air, return air, and outside air.

For refrigeration compressors/condensers/condensing units/evaporators, report data as required by NEBB, AABC, and TABB standard procedures, including refrigeration operational data.

3.4.3.4 Heating and Ventilating Units

Heating and ventilating unit systems including fans, coils, ducts, plenums, roof vents, registers, diffusers, grilles, and louvers for supply air, return air, outside air, and mixed air.

3.4.3.5 Makeup Air Units

Makeup air unit systems including fans, coils, ducts, plenums, registers, diffusers, grilles, and louvers for supply air, return air, outside air, and mixed air.

3.4.3.6 Return Air Fans

Return air fan system including fan ducts, plenums, registers, diffusers, grilles, and louvers for supply air, return air, outside air, and mixed air.

3.4.3.7 Fan Coils

Fan coil unit systems including fans, coils, ducts, plenums, and air distribution devices for supply air, return air, and outside air.

3.4.3.8 Exhaust Fans

Exhaust fan systems including fans, ducts, plenums, grilles, and hoods for exhaust air.

3.4.4 TAB Water Distribution Systems

3.4.4.1 Chilled Water

Chilled water systems including chillers, condensers, cooling towers, pumps, coils, system balance valves and flow measuring devices.

For water chillers, report data as required by AABC, NEBB and TABB standard procedures, including refrigeration operational data.

3.4.4.2 Heating Hot Water

Heating hot water systems including boilers, hot water converters (e.g., heat exchangers), pumps, coils, system balancing valves and flow measuring devices.

3.4.4.3 Dual Temperature Water

Dual temperature water systems including boilers, converters, chillers, condensers, cooling towers, pumps, coils, and system balancing valves, and flow measuring devices.

3.4.5 Sound Measurement Work

3.4.5.1 Areas To Be Sound Measured

In the following spaces, measure and record the sound power level for each octave band listed in ASHRAE HVAC APP IP HDBK Noise Criteria:

- a. All HVAC mechanical rooms, including machinery spaces and other spaces containing HVAC power drivers and power driven equipment.
- b. All spaces sharing a common barrier with each mechanical room, including rooms overhead, rooms on the other side of side walls, and rooms beneath the mechanical room floor.
- c. Representative non-mechanical rooms which are occupied by any personnel and are served by each type of primary HVAC air moving system and HVAC water moving systems. Include rooms served by like primary systems which have significantly different sound affecting configurations.

3.4.5.2 Procedure

Measure sound levels in each room, when unoccupied except for the TAB team, with all HVAC systems that would cause sound readings in the room operating in their noisiest mode. Record the sound level in each octave band. Attempt to mitigate the sound level and bring the level to within the specified ASHRAE HVAC APP IP HDBK noise criteria goals, if such mitigation is within the TAB team's control. State in the report the ASHRAE HVAC APP IP HDBK noise criteria goals. If sound level cannot be brought into compliance, provide written notice of the deficiency to the Contractor for resolution or correction.

3.4.5.3 Timing

Measure sound levels at times prescribed by AABC or NEBB or TABB.

3.4.5.4 Meters

Measure sound levels with a sound meter complying with ASA S1.4, Type 1 or 2, and an octave band filter set complying with ASA S1.11 PART 1. Use measurement methods for overall sound levels and for octave band sound levels as prescribed by NEBB.

3.4.5.5 Calibration

Calibrate sound levels as prescribed by AABC or NEBB or TABB, except that calibrators emitting a sound pressure level tone of 94 dB at 1000 hertz (Hz) are also acceptable.

3.4.5.6 Background Noise Correction

Determine background noise component of room sound (noise) levels for each (of eight) octave bands as prescribed by AABC or NEBB or TABB.

3.4.6 TAB Work on Performance Tests Without Seasonal Limitations

3.4.6.1 Performance Tests

In addition to the TAB proportionate balancing work on the air distribution systems and the water distribution systems, accomplish TAB work on the HVAC systems which directly transfer thermal energy. TAB the operational performance of the heating systems and cooling systems.

3.4.6.2 Ambient Temperatures

On each tab report form used for recording data, record the outdoor and indoor ambient dry bulb temperature range and the outdoor and indoor ambient wet bulb temperature range within which the report form's data was recorded. Record these temperatures at beginning and at the end of data taking.

3.4.6.3 Sound Measurements

Comply with the paragraph SOUND MEASUREMENT WORK, specifically, the requirement that a room must be operating in its noisiest mode at the time of sound measurements in the room. The maximum noise level measurements could depend on seasonally related heat or cooling transfer equipment.

3.4.7 TAB Work on Performance Tests With Seasonal Limitations

3.4.7.1 Performance Tests

3.4.7.2 Season Of Maximum Load

3.4.7.3 Ambient Temperatures

On each tab report form used for recording data, record the outdoor and indoor ambient dry bulb temperature range and the outdoor and indoor ambient wet bulb temperature range within which the report form's data was recorded. Record these temperatures at beginning and at the end of data taking.

3.4.7.4 Sound Measurements

Comply with the paragraph SOUND MEASUREMENT WORK, specifically, the requirement that a room must be operating in its noisiest mode at the time of sound measurements in the room. The maximum noise level measurements could depend on seasonally related heat or cooling transfer equipment.

3.4.8 Workmanship

Conduct TAB work on the HVAC systems until measured flow rates are within plus or minus 5 percent of the design flow rates as specified or indicated

on the contract documents. This TAB work includes adjustment of balancing valves, balancing dampers, and sheaves. Further, this TAB work includes changing out fan sheaves and pump impellers if required to obtain air and water flow rates specified or indicated. If, with these adjustments and equipment changes, the specified or indicated design flow rates cannot be attained, contact the Contracting Officer for direction.

3.4.9 Deficiencies

Strive to meet the intent of this section to maximize the performance of the equipment as designed and installed. However, if deficiencies in equipment design or installation prevent TAB work from being accomplished within the range of design values specified in the paragraph WORKMANSHIP, provide written notice as soon as possible to the Contractor and the Contracting Officer describing the deficiency and recommended correction.

Responsibility for correction of installation deficiencies is the Contractor's. If a deficiency is in equipment design, call the TAB team supervisor for technical assistance. Responsibility for reporting design deficiencies to Contractor is the TAB team supervisor's.

3.4.10 TAB Reports

3.4.11 Quality Assurance - COTR TAB Field Acceptance Testing

3.4.11.1 TAB Field Acceptance Testing

During the field acceptance testing, verify, in the presence of the COTR, random selections of data (water, air quantities, air motion,) recorded in the TAB Report. Points and areas for field acceptance testing are to be selected by the COTR. Measurement and test procedures are the same as approved for TAB work for the TAB Report.

Field acceptance testing includes verification of TAB Report data recorded for the following equipment groups:

Group 1: All chillers, boilers, return fans, computer room units, and air handling units (rooftop and central stations).

Group 2: 25 percent of the VAV terminal boxes and associated diffusers and registers.

Group 3: 25 percent of the supply diffusers, registers, grilles associated with constant volume air handling units.

Group 4: 25 percent of the return grilles, return registers, exhaust grilles and exhaust registers.

Group 5: 25 percent of the supply fans, exhaust fans, and pumps.

Further, if any data on the TAB Report for Groups 2 through 5 is found not to fall within the range of plus 5 to minus 5 percent of the TAB Report data, additional group data verification is required in the presence of the COTR. Verify TAB Report data for one additional piece of equipment in that group. Continue this additional group data verification until out-of-tolerance data ceases to be found.

3.4.11.2 Additional COTR TAB Field Acceptance Testing

If any of the acceptance testing measurements for a given equipment group is found not to fall within the range of plus 5 to minus 5 percent of the TAB Report data, terminate data verification for all affected data for that group. The affected data for the given group will be disapproved. Make the necessary corrections and prepare a revised TAB Report. Reschedule acceptance testing of the revised report data with the COTR.

3.4.11.3 Prerequisite for Approval

Compliance with the field acceptance testing requirements of this section is a prerequisite for the final Contracting Officer approval of the TAB Report submitted.

3.5 MARKING OF SETTINGS

Upon the final TAB work approval, permanently mark the settings of HVAC adjustment devices including valves, gauges, splitters, and dampers so that adjustment can be restored if disturbed at any time. Provide permanent markings clearly indicating the settings on the adjustment devices which result in the data reported on the submitted TAB report.

3.6 MARKING OF TEST PORTS

The TAB team is to permanently and legibly mark and identify the location points of the duct test ports. If the ducts have exterior insulation, make these markings on the exterior side of the duct insulation. Show the location of test ports on the as-built mechanical drawings with dimensions given where the test port is covered by exterior insulation.

-- End of Section --