

Commissioning Technician (CxCT) Seminar

July 15 -17, 2024

This Seminar is Designed For

- Entry-level professionals who are interested in advancing their knowledge of the technical commissioning test procedures required to effectively commission HVAC
 - Professionals seeking to enhance their knowledge of technical testing and troubleshooting of building systems and their associated controls
 - Experienced commissioners seeking to enhance their knowledge of building systems.
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Location:

Robert B. Gawne NEBB Training and Education Center
8575 Grovemont Circle
Gaithersburg, MD 20877

Registration Deadline:
June 15, 2024



Seminar Instructors:



Curtis Anthony

Curtis Anthony is a Senior Associate at Newcomb & Boyd Consultants and Engineers. He has more than 30 years of experience in Mechanical Construction, TAB, Building Systems Commissioning, and specialized containment disciplines. Curtis began his own in 1992 - 2020, TAB/Optimum Energy Solutions, Inc. Curtis has an array of experience in various building types, including healthcare and Biosafety laboratory facilities. Curtis has been a member of the Commissioning Committee since 2013 and was instrumental in the development of various handbooks and Standards, including the 2019 S110 and S120 standards. NEBB Certified Professional Credentials include TAB, Cx, RCx, FHT, S&V, and is an Advanced NSF accredited certifier of Class 2 Bio Safety Cabinets.



Bill Kinser

Bill Kinser is the President and CEO of ES2 a building automation, Cx, and TAB Company. He is a registered professional engineer who provides mechanical design-build services. Bill has held multiple NEBB certifications for over 20 years. His entire 32-year career has been in commercial construction and the HVAC industry.

About This Seminar:

The technical commissioning process is an important aspect of any business and is a growth and is a growth opportunity for those wanting to:

- Pursue their professional development in this segment of the industry
- Learn about performing system testing for the commissioning and retro-commissioning process
- View demonstration in testing procedures provided in the technical commissioning process
- Make first steps toward the Building Systems Commissioning CP

The goal of this seminar is to provide the knowledge for individuals to become successful technicians working under a NEBB Certified Professional and encouraged the pursuit of Cx Technician certification. Those attending should have a base knowledge of commissioning work.

Learning Objectives

- Fundamental knowledge of building systems commissioning
- Understanding of performing Pre-Functional and Functional Tests
- Air and Water System troubleshooting
- Handling report preparation
- Evaluating existing systems and determining corrective actions
- Adherence to the overall safety plan
- Maintaining instruments and calibration program
- Knowledge in evaluating HVAC and control systems
- Understanding testing control systems

**This Seminar has been approved for
17.50 Continued Education Credits**



Monday, July 15, 2024

(7 CECs)

7:30 am: Registration

8:00 am – 12:00 pm: Overview of NEBB, NEBB Commissioning Procedural Standards, Quality Assurance Program, and Commissioning Technician Roles and Responsibilities.

1:00 pm - 5:00 pm: Hands-On Training: TAB Verification, Data Loggings, Sensor, and Device Checks (Lunch Provided)

Tuesday, July 16, 2024

(7 CECs)

8:00 am - 12:00 pm: Hands-On Control Systems Training: Introduction to Building Automation Systems, Point-to-Point Verification, Graphics, Commissioning BAS.

1:00 pm – 5:00 pm: Pre-Functional Testing, Functional Testing, Commissioning Reporting & Documentation (Lunch provided)

Wednesday, July 17, 2024

(3.5 CECs)

8:00 am - 12:00 pm: Seminar Wrap-Up, Review, and Q&A Session

1:30 pm: Optional Exam (Lunch provided)



Travel information:

Registration form and payment must reach the NEBB office on or before August 21, 2023. Pre-registration and payment of fees are necessary to ensure your participation in the seminar.

Hotels:

Attendees can make reservations directly with the hotel of their choice. Below is a short list of hotels in close proximity to the training center. Hotel and transportation costs are not covered by the seminar registration fee.

Homewood Suites Gaithersburg

805 Russell Ave
Gaithersburg, MD 20879
301-670-0008

[Booking Link](#)

Hilton Garden Inn & Homewood Suites by Hilton Rockville, MC

14975 Shady Grove Rd
Rockville, MD 20850
240-507-1900

[Booking Link](#)

Airport:

Ronald Reagan Washington National Airport (DCA): 30 miles from the facility, 37 minutes average drive time; \$80 average taxi fare.

Dulles International Airport (IAD): 33 miles from the facility, 34 minutes average drive time; \$80 average taxi fare.

Baltimore/ Washington International Airport (BWI): 40 miles from the facility, 44 minutes average drive time; \$100 average taxi fare.

Important Dates and Times:

Arrival in Gaithersburg, MD

Sunday, June 09, 2024

Seminar Dates:

Monday - Wednesday, June 10 - 13, 2024

Optional CxCT Paper-based Exam

Thursday, June 14, 2024

Seminar Location:

The Robert B. Gawne NEBB Training and Education Center

8575 Grovemont Circle
Gaithersburg, MD 20877

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NEBB July CxCT SEMINAR REGISTRATION FORM

Registration form and payment must reach the NEBB office on or before June 15, 2024.

Pre-registration and payment of fees are necessary to ensure your participation in the seminar.

Registration form and payment

1. Online through the Certelligence Portal
2. Email this form to training@nebb.org, or
3. Mail this form to: NEBB, 8575 Grovemont Circle, Gaithersburg, MD 20877.

Name: _____	Date: _____
Company: _____	
Address: _____	
City, State, Zip: _____	
Phone/Cell: _____	
Email: _____	
Please list any dietary restrictions and/or ADA accommodations: _____	
Seminar Fees (Check all that apply)	
<input type="checkbox"/> \$850 CxCT Seminar Registration Fee (Does not include candidacy application or exam fees)	
Publication Fees	
<input type="checkbox"/> \$200 NEBB/ \$250 Non-NEBB: Environmental Systems Technology	
<input type="checkbox"/> \$90 NEBB/\$150 Non-NEBB: NEBB Commissioning Technicians Handbook	
<input type="checkbox"/> \$150 NEBB/ \$200 Non-NEBB: Handbook for Energy & Water Calculations, includes CD with Energy Calculations	
<input type="checkbox"/> \$125 NEBB/Non-NEBB: ANSI/NEBB S110:2019, Second Edition Whole Building Technical Commissioning of New Construction (Hard copy or Electronic)	
<input type="checkbox"/> \$125 NEBB/Non-NEBB: ANSI/NEBB S120:2019, Third Edition Technical Retro Commissioning of Existing Buildings (Hard copy or Electronic)	
<i>*Prices for publications do not include shipping and handling</i>	
	Optional Exam Opportunity:
	Please check the box below. If interested, please email certification@nebb.org for the candidacy application process. Pre-approval and payment are required before the deadline.
	<input type="checkbox"/> Yes, interested in taking the exam
	<input type="checkbox"/> No, not interested in taking the exam
	Payment Method
	<input type="checkbox"/> Check enclosed made payable to NEBB
	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express
	Name on Card _____
	CC Number _____
	Expiration Date _____
	Security Code _____
	Signature _____
	\$ _____ Total Amount Due
	Note: Any candidacy or exam fees will be invoiced separately.

Location

Cancellation by registrants, regardless of reason, will be subject to a \$250 service charge to cover NEBB's expenses. A refund of the prepaid registration will be made less the \$250 service charge. No Shows or late cancellations (those who registered for the seminar who do not cancel at least 14 days prior to the seminar and subsequently do not attend the course) will forfeit the entire registration fee unless a replacement can be found. NEBB reserves the right to cancel any seminars having insufficient registrants, in which case, all prepaid registration fees will be refunded in full. Please advise NEBB and your hotel of your cancellation as soon as possible.

Attendee and Seminar Requirements:

Recommended Publications:

To achieve the best learning results, it is highly recommended that attendees read the following publications BEFORE attending the seminar:

- NEBB Fundamental Formulas
- Commissioning Technicians Handbook - 2015
- ANSI/NEBB S110 - 2019, Second Edition: Whole Building Technical Commissioning of New Construction
- ANSI/NEBB S210 - 2019, Third Edition: Technical Retro-Commissioning of Existing Buildings
- NEBB's Procedural Standards for Testing, Adjusting and Balancing of Environmental Systems
- Environmental Systems Technology
- [Honey Engineering Manual of Automatic Control of Commercial Buildings](#) (free download)

The instructor assumes that all attendees have a thorough working knowledge of the requirements of those NEBB publications prior to attending the seminar. Publications can be purchased online at www.nebb.org

Important Reminders:

1. Registrations will be filled on a "first come-first served" basis. Please note that class sizes are limited due to Covid Social Distancing Protocol.
2. Seminar fees include course instruction, lunch, am/pm breaks.
3. Seminar fees do not include anything pertaining to certification.
4. For information on certification or exams please contact certification@nebb.org.

Questions About This Seminar?

Call 301-977-3698 or email training@nebb.org



Our COVID-19 Response Plan

Considering COVID-19, NEBB has taken several proactive steps to help ensure the health and safety of our attendees and instructors. Precautions such as constant sanitization of the seminar area, increased attention to high-touch areas in the rooms, limits on the number of attendees during the seminar and protective gear for our instructors are in place. NEBB also will be practicing social distancing and maintaining 6 feet apart.

Our COVID-19 Response Plan

- If you are experiencing any symptoms of COVID-19 like running a fever, coughing, or shortness of breath, please do not attend the seminar.
- You have been exposed to someone who has tested positive for COVID-19 in the last 14 days.
- You have a compromised immune system or are considered “high risk.”
- Wearing a mask is requested during the seminar and gloves can be worn if desired.
- Sanitize hands prior to entering the seminar location.
- Avoid shaking hands or engaging in any unnecessary physical contact.
- Signing a waiver prior to the seminar

