

**Non-instructional Operations****NON-TAX FUNDS--AIR CONDITIONING OR VENTILATION OF EXISTING FACILITIES****I. General**

This policy specifies the conditions and requirements to be met by individual schools which elect to purchase and install air conditioning or ventilation equipment with funds provided from non-tax sources. The Board recognizes that certain individuals and groups are desirous of providing such equipment in their area schools in instances where it is not feasible for the Board to make such installations.

It has been determined that "central" type air conditioning equipment is the most desirable for school use primarily due to lower classroom noise level, and the Board urges this type of installation wherever possible; however, "window" or self-contained non-central units will be conditionally approved.

Rooms consisting of more than 2,000 square feet must utilize "central" equipment.

Air conditioning units shall be installed in compliance with the installation guidelines for classroom air conditioning units. These guidelines are available at Facilities Planning and Construction.

Paddle fans shall be installed in compliance with the installation guidelines for paddle fans. These guidelines are available at Facilities Planning and Construction.

**II. Definition**

For the purposes of this rule, central systems are defined as any unit having a capacity of not less than 60,000 BTU per hour (5 tons) under American Refrigeration Institute standard conditions. Any unit with less capacity, regardless of configuration, is considered to be a window or non-central unit.

**III. Maintenance and Replacement**

All units when installed, become the property of the Board and will be maintained and replaced, if necessary, by the Board. The correction of installation deficiencies is the responsibility of the installing contractor and the sponsoring organization.

IV. Approval

Prior to the authorization of any work, the school principal must secure the approval of the Region Superintendent and the Building Committee.

Information regarding fund source and amount available, areas to be air conditioned or ventilated, and type of equipment proposed, must be submitted with the request for approval.

V. Conditions of Approval

- A. All equipment installed shall be new, bearing standard manufacturer's guarantees, and of a type and quality acceptable to the Board.
- B. The installation of all electrical feeders, control wiring and associated components must be made a part of the contract for the project.
- C. The Board will pay for all electrical power necessary to operate the equipment installed, and will increase the electrical service to the main distribution panel of the school, if required.
- D. All air conditioning projects must make adequate provisions for introducing fresh air in ratio to recirculating air.
- E. All installation workmanship and materials must be guaranteed by the installation contractor for one year.
- F. All installations must have the approval of the Building Committee as to capacity of the units, details of installation, and location, type and quality of equipment. Plans showing all details of the proposed installation shall be submitted to the Building Committee for final approval prior to starting work.

VI. Engineering Services

Engineering services acceptable to the Board will be utilized for preparing plans and specifications.

Upon initial approval by the Building Committee, information will be furnished to the school regarding technical specifications and methods for obtaining technical approval of the work to be done.

Where a school proposes the installation of a central system, upon initial approval, they are to secure the services of a mechanical

engineer, duly registered in the State of Florida, who is to prepare plans and specifications for the work and submit same to the Building Committee for approval. Upon final approval, the school will contract for the installation, which will be supervised by the design engineer.

VII. Final Inspection

All projects shall be inspected and approved by the Board prior to release of final payment to the contractor. Copies of the maintenance contracts and certificates of warranty will be submitted to the Board prior to final inspection.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 235.435(3) F.S.

**History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

Repromulgated: 12-11-74

Amended: 5-12-82

Technical Change: 5-1-98