

NORTHWESTERN UNIVERSITY

PROJECT NAME _____

JOB # _____

FOR: _____

ISSUED: 03/29/2017

- C. Indicate all valve tag numbers on Record Drawings and submit framed under glass valve tag charts including valve service and location.
- D. Install color coded ceiling tacks in acoustical tile ceilings or color coded tape on ceiling grid to identify location of equipment, valves and dampers that require regular maintenance or are part

3. Setmark snap-around markers shall be used for overall diameters up to 6" and strap-around markers shall be used above 6" overall diameters.
4. Markers shall be located:
 - a. Adjacent to each valve
 - b. At each branch
 - c. At each cap for future
 - d. At each riser takeoff,
 - e. At each pipe passage through wall (each side)
 - f. At each pipe passage at 20' – 0" intervals maximum.
 - g. At each piece of equipment.
 - h. At all access doors.
 - i. A minimum of one (1) marker shall be provided at each room.
5. Under ground pipe markers:
 - a. Provide detectable tape on all underground piping:
 - b. Labels shall be color coded and labeled the same as indoors.

B. Valve tags

1. All valves shall be designated by distinguishing numbers and letters carefully coordinated with a valve chart. Valve tags shall include what room(s) the valve serves and piece of equipment served.
2. Valve tags shall be color coded 0.032" anodized aluminum tags, with engraved letters similar to Seton S Type 250-BL or approved equal.
 - a. HVAC tags shall be round 2" diameter, similar to Seton 15426.
 - b. Plumbing tags shall be square 2" x 2" similar to Seton 42769.
 - c. Fire Protection tags shall be square 2" x 2" similar to Seton 42769 RED.
 - d. Lettering shall be ¼" high for type service and ½" for valve number. Tag shall indicate service and valve number.
 - e. Each service shall be a different color.
3. Tag shall be attached to valves with chain similar to Seton No 16 stainless steel jack chain.
4. Whenever a valve is above a hung ceiling, the valve tag shall be located immediately above the hung ceiling.
5. Provide a tag for every valve except:
 - a. Perimeter radiation shut-off valves that are located at the finned tube radiation element within the accessible (from the space) heating enclosure.

D. Valve data base.

1. Provide a valve data base for all valves to operate on the building computer.
2. Every valve shall include:
 - a. Tag Number
 - b. Service (Hot water, Chilled water, Sprinkler, etc.)
 - c. Size
 - d. Operation
 - e. Location
 - f. Manufacture
 - g. Model number
 - h. Submittal reference

2.4 UTILITY ENTRANCE DESIGNATIONS

- A. Provide a brass wall plaque, minimum 0.020" thickness, secured to the exterior wall just above the grade line for all buried service entrances or exits. Samples are: Water Service Below; Gas Service Below; Sanitary Sewer Below; Storm Sewer Below; Irrigation Water Below; etc.
- B. Ceiling Tacks or Tape.
- C. Provide steel color coded 3/4 inch diameter ceiling tacks in acoustical tile ceilings or color coded tape applied to ceiling grid to locate equipment, valves or dampers that require regular

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- D. Install plastic tape markers complete around pipe in accordance with manufacturer's instructions.
- E. Install underground plastic pipe markers 6 to 8 inches below finished grade, directly above buried pipe.
- F. Identify air handling units, pumps, domestic hot water heaters, fire pumps, heat transfer equipment tanks, water treatment devices, etc. with plastic nameplates. Small devices, such as in-line pumps, may be identified with tags.
- G.

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