

25 00 00 INTEGRATED AUTOMATION - revise numbering process

At Division 25, Integrated Automation, Section 25 00 00, update the Document Table as follows: Remove the document entitled "Building Automation Systems Device Instances and Network Number Assignment", dated 2006 and associated description. Replace with new PDF document and link entitled, "BACnet Instance, IP and Network Numbering" and replace and description per the following (deletions are shown struck through and additions are double underlined). Remainder of section is unchanged.

Document	Version Date	Description
Building Automation Systems Device Instances and Network Number Assignment	July 2006	This document contains the numbering scheme to follow for BACnet system designs. Coordination with the BAS group at Penn State University Park is required.
<u>BACnet Instance, IP and Network Numbering</u>	<u>March 2015</u>	<u>Process to be used to obtain BACnet and Network Numbers for construction jobs.</u>

END of revision

Update Commentary:

Section was updated primarily for the following reasons:

- 1) *This is an upgrade to the existing process, whereby a member of the Facility Automation Services department controls and assigns the BACnet and network numbers.*

The Pennsylvania State University
Office of Physical Plant
Facility Automation Services

Revised: March 20, 2015
Previous version: July 2006

There is a process to follow to obtain BACnet Instance Numbers, Network numbers and IP numbers and UDP port numbers.

All Consultants and Contractors are required to contact Mr. Zach Rhoads, Applications Engineer at OPP at zmr5022@psu.edu. He will provide a blank excel spreadsheet that the Requestor must complete and submit. Upon receipt of the completed spreadsheet from the Requestor, OPP will then assign the appropriate BACnet Instance Numbers, IP Numbers, Network Numbers and UDP port numbers and forward that information to the Requestor. It will be OPP's responsibility to forward those numbers to other required departments within the University. It will be the Requestor's responsibility to provide those numbers to sub-contractors under their direction.

DO NOT PROCRASTINATE. Failure to plan on your part does not make your job an emergency for us.