



DEPARTMENT OF  
GENERAL SERVICES

BUREAU OF CAPITAL OUTLAY MANAGEMENT

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# BCOM Newsletter

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## 2017 CPSM – Rev 0

The new 2017 Edition of the *Construction and Professional Services Manual* (aka, "the CPSM" or "the Manual") was issued on September 30, 2017. The new CPSM edition replaces the prior 2016 – Rev 0 edition which was issued on April 20, 2016. Both the new and all prior editions of the Manual issued after 2003 are accessible from the [CPSM webpage](#) on the BCOM website.

A related DEB Notice 093017 will be posted soon to the BCOM website. This DEB Notice will provide a summary of the significant changes incorporated in the new CPSM edition.

BCOM recommends users download and use the Manual in electronic (pdf) format for the following reasons:

- **Bookmarks**

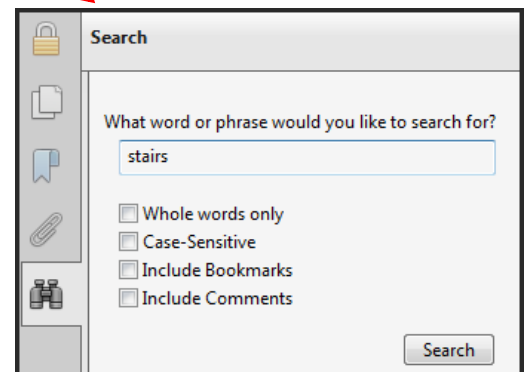
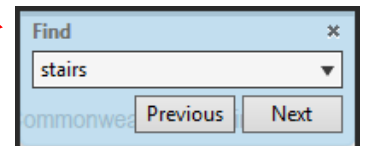
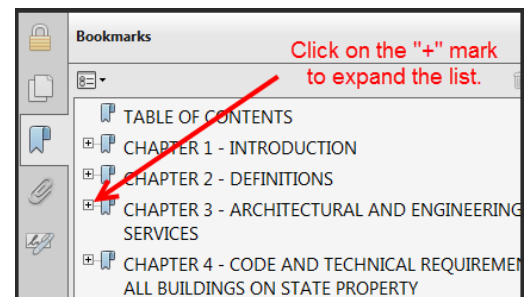
The pdf file includes a complete "bookmarks panel", which allows users to quickly navigate to any specific section or subsection of the Manual using the embedded links.

- **Search Features**

The Manual is saved in a full text searchable format. Users can do a simple search by clicking the Ctrl + F keys simultaneously to bring up a search box or can use the Adobe "binoculars" icon to call up more advanced search commands. (The features available may differ based upon the user's installed version of Adobe or other pdf reader).

- **Embedded Hyperlinks to Other Sources**

Many hyperlinks to other internal and external websites have been included within the text of the new Manual. Especially notable are links directly to the specific individual forms on the DGS Forms Center. For forms that are processed within the BITS application, users will be directed to the BITS login page. (A user account is required for access to the BITS application.) □



## Clearance to Combustibles & Clearance Reduction

The 2012 edition of the Virginia Uniform Statewide Building Code (VUSBC) recognizes that hot surfaces too close to combustible materials can cause a fire within a building. Clearance distances required to maintain hot surfaces away from combustible materials are established in the Virginia Mechanical Code (VMC) and the Virginia Fuel Gas Code (VFGC), as well as in the Virginia Statewide Fire Prevention Code (VSFPC). Clearance to combustible distances can be reduced where specific construction means, methods, and building materials are employed. This article addresses the clearance requirements and the permitted clearance reductions from various hot surface types to combustible materials and non-combustible building systems. Masonry chimneys shall be constructed in accordance with the Virginia Construction Code (VCC) and are not discussed in this article.

Heat producing surfaces identified in the VMC and VFGC include electric, solid, oil, and gas-fired appliances, boiler and water heater flue vent connectors, kitchen hood Type I and Type II grease and non-grease exhaust ducts, clothes dryer vents, and other mechanical appliances and equipment. The required clearance distance for these types of heat-producing surfaces are identified by specific code section for the appliance or by the installation instructions of the listed appliance. Clearance requirements are based on the interior heat of the pipe, duct, or vent. Table 1 – Clearance to Combustibles – illustrates various examples of some common required clearances to combustibles found in the VMC and VFGC.

<b>Clearance to Combustibles</b>		
<b>Type of Appliance or Equipment</b>	<b>Minimum Clearance (inches)</b>	<b>VUSBC Reference</b>
<b>Appliances with ignition sources in garages</b>	18 above the floor	VMC 304.3
<b>Clothes dryer - appliance</b>	Per installation instructions	VMC 913.3
<b>Clothes dryer – exhaust vent</b>	6 in all directions	VMC 504.7
<b>Type I kitchen hood grease exhaust duct</b>	18 in all directions	VMC 506.3.6
<b>Type II kitchen hood grease exhaust duct</b>	18 in all directions	VMC 506.5.4
<b>Type L flue vents for oil-fired appliances</b>	9 in all directions	VMC Table 803.10.6
<b>Single wall vent connector for oil-fired appliances</b>	18 in all directions	VMC Table 803.10.6
<b>Gas-fired furnaces - appliance</b>	Per installation instructions	VFGC 308.4.1
<b>Gas-fired venting – various appliances</b>	Varies	VFGC Table 503.10.5

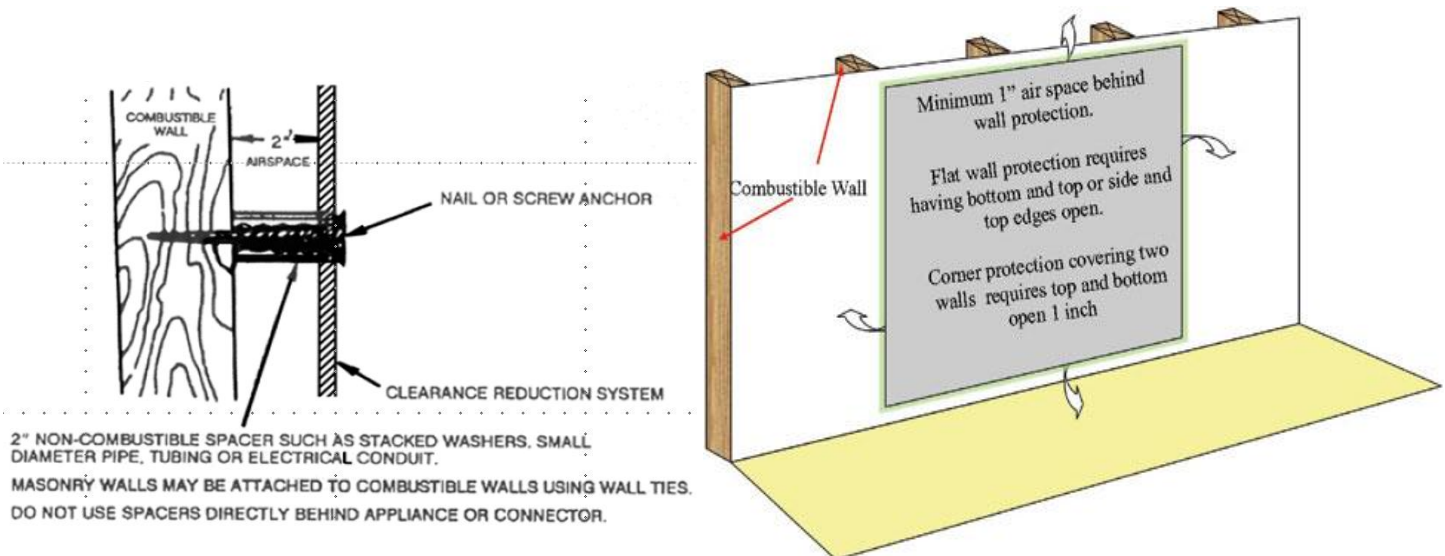
**Table 1**

All construction materials found within a building are subject to the building code. A combustible material is any material utilized for construction and allowed by the building code, which will ignite and burn or will add appreciable heat to an ambient fire. Some examples of combustible building materials other than wood framing, include but are not limited to, fire resistant treated plywood and wood blocking for roof curbs, roofing shingles and membranes, certain pipe and duct insulation wrappings, PVC jackets and coverings, exposed non-metallic plumbing and HVAC pipe, and non-metallic electrical and network cable.

Building materials tested in accordance with ASTM E136 are determined as non-combustible. Examples of non-combustible building materials include masonry, concrete, steel, sheet metal, glass fiber and mineral wool. Gypsum board with a surfacing not more than 1/8-inch thick, which has a flame spread index of not more than 50 when tested in accordance with ASTM E 84 or UL 723, is considered a non-combustible material in compliance with VCC 703.5.2.

Clearance reductions (a relaxation of the distance required to the combustible material) are allowed where a heat protection system is provided. Vertical and horizontal clearance reduction distances are provided in very similar tables found in Chapter 3 of the VMC (Table 308.6) and Chapter 3 of the VFGC (Table 308.2).

Clearance reductions are based on: 1) the initial code required clearance; 2) the location of the combustible material; and 3) the applied type of heat protection system. The initial code required clearance is provided in the various section of the VUSBC. The location of the combustible material is simply above, below or adjacent to the heat surface, and the applied type of heat protection system is the design approach. These heat protection systems are designed and constructed as part of the contract documents. Building materials selected for the clearance reduction system are mandated by the VMC and VFGC Tables. Horizontal and vertical heat protection systems perform differently and clearance reduction for the same system can vary based on the location of the heat source. An example of a clearance reduction system is shown in Figure 1 below.



**Figure 1 – Example of a Vertical Heat Protection System (Typical for a Horizontal Applications)**

For mechanical equipment where hot surfaces are designed to be in close proximity to the combustible material, the engineer shall check the clearance requirements and provide clearance reductions where space is an issue. For listed mechanical appliances, especially gas-fired furnaces, the manufacturer's installation instructions shall be reviewed for compliance. Zero clearance to combustibles reductions are available through listed and labeled products and permitted by VMC and VFGC. These listed and labeled products for zero clearance to combustibles reductions should be submitted to BCOM for review and approval prior to the submission of the building permit application. Specific installation instructions and proprietary requirements, if not well documented, can delay project approval.

In summary, the building code applies to all combustible materials permitted by the VUSBC. Heat producing surfaces that require clearance to combustibles are identified in the VUSBC through the VCC, VMC, VFGC, and the VSFPC. Clearance requirements can be reduced in certain instances where heat protection systems are constructed or applied. Planning the project to receive heat protection systems for clearance reduction or listed and labeled systems for zero clearance to combustibles prior to the commencement of construction is a timesaver. □

## CPSM Forms Update

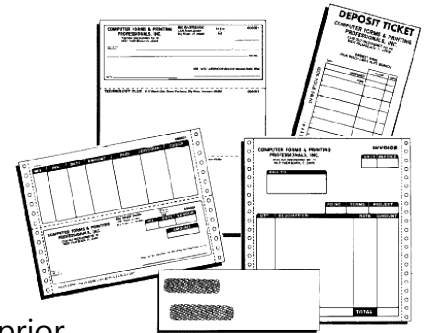
The following CPSM form was recently revised and is available for download:

**DGS-30-224 Building Cost Summary (BCS)** (Rev. 09-17)

**DGS-30-382 VEES Checklist** (Rev. 09-17)

Download Form **DGS-30-000, Capital Outlay Forms Master List** for a complete listing of the latest version of each CPSM form.

All current forms may be downloaded from the [DGS Forms Center](#). If a prior version of a form is required, please contact [capout@dgs.virginia.gov](mailto:capout@dgs.virginia.gov). □



## VCCO Update

The following individuals recently passed the Virginia Construction Contracting Officer (VCCO) certification examination:

- **Michele Kelly** of George Mason University (GMU)
- **Mary Zapata** of the Virginia Department of Alcoholic Beverage Control (ABC)

Virginia Construction Contracting Officers are state and local government employees who have completed the necessary training and successfully passed a multi-part examination focused on state procurement law, policy and procedures. VCCOs perform several key functions in delivering projects including the procurement of professional services; the receipt, opening and review of bids; and in some cases the approval of CO-8 forms for recommending the award of construction contracts. □

## Seminars Update

The October and November CPSM Seminars were fully booked within three weeks of the announcement. If you would like to attend one of the Spring CPSM 2018 CPSM seminars, please complete the online "[CPSM Seminar Expression of Interest](#)" form, if you have not already done so. This will assure you are included on the email list to receive the CPSM Seminar notification and registration instructions which will be emailed out in the February/March 2018 timeframe.

The notification and registration instructions for the Fall 2017 VCCO Seminar (to be held November 29 & 30) will be emailed out on or about October 10. VCCO seminars are open to government personnel with job responsibilities related to design and construction procurement. Attendance at a recent CPSM seminar is a prerequisite. If you would like to attend a VCCO seminar, please complete the online "[VCCO Seminar Expression of Interest](#)" form, if you have not already done so. This will assure you are included on the email list to receive the VCCO Seminar notification and registration instructions. □