

Trotter Hall offices



Heating & Cooling System Description
and
How it works.

SWARTHMORE COLLEGE

For Maintenance requests
Email workbox@swarthmore.edu or
Phone X 8280

Room Heating Tips.

Be certain that windows are shut tightly.

Don't forget the upper section of the window.

Windows that are not completely closed allow cold air into the room.

If your windows won't shut properly call

Facilities Management at x8280 to report the problem.

Closing window shades can help keep the cold out and the heat inside in the winter.

Don't place lamps or other appliances near the thermostat as this can fool the thermostat into reducing the heat / cooling supplied to the room.

Don't block the air flow at the heating / cooling unit!

Be certain that nothing blocks the air into or out of the vents on the heating unit as this prevents the unit from heating the rooms air.

The heat for Trotter Hall is supplied by steam from the boilers in the Heat Plant located across the street from the Field House. The boilers can burn either natural gas or #6 heavy oil. During the coldest weather the College can burn 5,500 gallons of oil a day to heat the various buildings. Cooling is provided by chilled water which comes from either McCabe Library or the chiller plant behind the Science center.

Underground pipes supply the steam to many of the buildings on the Campus. After the steam is used to heat the buildings it condenses back into water that's returned to the Heating Plant to be turned into steam again.

The steam sent to Trotter is used to heat water which is circulated through each room's fan coil heating / cooling unit.

Each room has it's own thermostat to control the space temperature. In offices occupants can adjust the temperature up or down to suite their needs.

College policy for heating in occupied times 68-72°. Thermostats are limited by the automation system to a maximum heating temperature of 72° and not lower than 64°. Cooling in occupied times is limited to not lower than 73°.

During unoccupied times the heating is reduced and in the summer unoccupied times the air conditioning is off.

Trotter is either heating or cooling and as such cooling can not be provided until the heating season is finished.

More College energy information can be found at;

<http://www.swarthmore.edu/x29161.xml>

Trotter Hall offices heating / cooling.

