Drafting Standards

Autodesk Construction Cloud (ACC) and Revit

All new construction and major renovations shall be designed and built using Revit. Queen’s ACC shall be used to host the Revit model and manage the project. Queen’s BIM Execution Plan shall be followed on the project. An as-built Revit model shall be submitted to Queen’s upon project completion.

Adjusting Layers in Queens AutoCAD University Drawings

Queen’s University has additional layers in their AutoCAD files to assist with managing the campus spaces, if you receive a drawing for use in your projects you can take the following step to eliminate them.

1. Turn all layers on.
2. Make layer 0 current.
3. Turn off layers labeled MINI
4. Turn off layers labeled with a $.
5. Copy and paste into a base drawing.

Or

1. Turn all layers on.
2. Make layer 0 current.
3. Isolate layers labeled MINI
4. Isolate layers labeled with a $.
5. Erase the content in the drawing on those layers.
6. Purge All.
7. Turn on all layers required.

The Queen’s drafting team prints with grayscale, no special plot style is required.

Naming Convention

All Mechanical and Electrical Equipment should follow the naming convention outlined below. The building number may be dropped in certain cases where it is redundant and would only add clutter such as in 3D Revit models and/or 2D construction drawings. As a general rule of thumb the building number may be dropped from CAD files for which the building and/or building number can be easily identified or is specified elsewhere in the file.
### Standard Naming Convention:

#### Naming Convention with Dropped Building Number:

<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Abbreviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Number</td>
<td>XX_#</td>
</tr>
<tr>
<td>Abbreviation as Outlined Below</td>
<td></td>
</tr>
<tr>
<td>Equipment Number in the Specified Building</td>
<td></td>
</tr>
</tbody>
</table>

### Mechanical Equipment:

- **Supply Fan**: SF
- **Return Fan**: RF
- **Exhaust Fan**: EF
- **Fan Coil**: FC
- **Heating Coil**: HC
- **Cooling Coil**: CC
- **Reheat Coil**: RHC
- **Outside Air Damper**: OAD
- **Mixed Air Damper**: MAD
- **Damper**: D
- **Supply Air Damper**: SAD
- **Return Air Damper**: RAD
- **Exhaust Air Damper**: EAD
- **Bypass Air Damper**: BAD
- **Air Handling Unit**: AHU
- **Variable Air Volume**: VAV
- **Heat Exchanger**: HE
- **Boiler**: BL
- **Pump**: PU
- **Chiller**: CH
- **Heat Pump**: HP
- **Cooling Tower**: CT

### Electrical Equipment:

- **Medium Voltage Network Switch (5kV)**: NS
- **Isolation Switch (Fused or Non-Fused)**: IS
- **Transformer**: TR
- **600V (High Voltage) Power Panel in Vault**: HPP
- **208V (Low Voltage) Power Panel in Vault**: LPP
- **600V (High Voltage) Distribution Panel**: HDP
- **208V (Low Voltage) Distribution Panel**: LDP
- **600V (High Voltage) Panelboard**: HP
- **208V (Low Voltage) Panelboard**: LP
- **Motor Control Centre**: MCC
- **600V (High Voltage) Splitter (Panel or Trough)**: HSP
- **208V (Low Voltage) Splitter (Panel or Trough)**: LSP