Report By:

National TAB
1329 E. KEMPER ROAD
SUITE 4210
CINCINNATI, OH 45246

Report: TAB Report

Function: Test, Adjust, & Balance

Date: 12/17/2025

Completed By: National TAB

PROJECT

12-08-25 WAWA #8695 WOODFORD, VA

5230 MUDD TAVERN ROAD

WOODFORD, VA 22551

Client

Wawa

260 West Baltimore Pike

Wawa, PA 19063

National TAB

Project: 12-08-25 WAWA #8695 WOODFORD, VA

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Project Summary

Project Summary
The summary below provides a quick understanding of our scope of work and general testing procedures. Enclosed in the report is further detail about your building performance including recommendations, asset data, and pictures. Our focus is to work with the trades to remedy any issues or deficiencies during the actual field balancing and not after the balancing has occurred to achieve a positive environment and outcome. The level of success is determined by the availability of the trades, possible parts needed, or time constraints.

RTU's (Roof Top Units) w/ Diffusers
Each of the RTU's were measured at their terminal devices or via traverse to establish a total flow for that unit. Each RTU was adjusted to within tolerance of the engineer's design flow. Each outlet was then adjusted to within tolerance of the design flow. Outside air was measured by reading the intake air opening with a velocity grid and multiplying by the free area. The outside air damper was adjusted until the airflow was within the design requirements. Any equipment that fell outside of that tolerance is noted throughout the report.

General Exhaust Fans w/ Grilles
The general exhaust fans were measured by reading each air device with a flow hood. The total airflow for each fan is equivalent to the sum of these readings. Fan speed was then adjusted so that the airflow was within tolerance of design. Each terminal device was balanced to within tolerance of the design volume using the installed volume dampers. Any equipment that fell outside of this tolerance is noted throughout the report.

Ceiling Exhaust Fans
The ceiling exhaust fans were measured using a flow hood. If speed adjustment was provided, the fan speed was adjusted to within design tolerance. Any equipment that fell outside of this tolerance is noted throughout the report.

Final Building Tests
After completing the test and balance the final building pressure was measured. It was confirmed that the building pressure fell within acceptable tolerances and that the pressure measurement coincides with the actual and design net airflow. Any deviations from these standards are noted throughout the report

Issue List

- EF-1 and EF-2 Rooftop Placement
- EF-2 Duct Drop Size
- EF-2 Motor and Grilles
- RTU-1 and 2 Temp Sensors
- RTU-3 Unit Disconnect

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Project Issue Information

Issue Name :	EF-1 and EF-2 Rooftop Placement		
Description :	EF-1 and EF-2 are not on the correct curbs. EF-1 is on the curb for EF-2, and vice versa. "EF-2" is serving the restrooms, which are currently at the correct setpoint. "EF-1" is currently servicing Food Service and Back of House, and is set to max fan speed. If fans are swapped to correct curbs, both servicing areas will need rebalancing.		
Created By :	National TAB	**Assigned To :**	National TAB - Brianna Biggs
Status :	Open		
Priority :	Low	**Asset Tag :**	
Originated Date :	12/12/2025 - John Barresi - National TAB		

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Project Issue Information

Issue Name :	EF-2 Duct Drop Size		
Description :	Duct drop for EF-2 needs a size increase per the Change Initiative. Duct is currently 10"X10", increase to 12"X12" needed.		
Created By :	National TAB	**Assigned To :**	National TAB - Brianna Biggs
Status :	Open		
Priority :	High	**Asset Tag :**	
Originated Date :	12/12/2025 - John Barresi - National TAB		

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Project Issue Information

Issue Name :	EF-2 Motor and Grilles		
Description :	EF-2 has an extra exhaust grille in comparison to GRD given. Updated Change Initiative confirms that current setup at location is correct. Motor/fan setup that is currently installed cannot reach required CFM values.		
Created By :	National TAB	**Assigned To :**	National TAB - Brianna Biggs
Status :	Open		
Priority :	High	**Asset Tag :**	
Originated Date :	12/12/2025 - John Barresi - National TAB		

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Project Issue Information

Issue Name : RTU-1 and 2 Temp Sensors

Description : RTU-1 and RTU-2 have faulty Temp Sensors. Units set to run in Back-Up Mode in order to complete TAB. Sensors on RTU-2 being connected causes 24V transformer to trip upon switching unit disconnect to "ON". All sensors left unplugged in order to complete TAB. Unit running in Back-Up Mode.

Created By : National TAB

Assigned To : National TAB - Brianna Biggs

Status : Closed

Priority : High

Asset Tag :

Originated Date : 12/10/2025 - John Barresi - National TAB

Project Issue Response Details

- **12/12/2025 National TAB - John Barresi**
  - Temp Sensors for RTU-1 and RTU-2 have been replaced with functioning units. Sensor Connects for RTU-2 have been plugged back in, unit currently operating as normal.

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Project Issue Information

Issue Name :	RTU-3 Unit Disconnect		
Description :	Unit disconnect switch cover is misaligned, unable to access/use switch unless cover is taken off.		
Created By :	National TAB	**Assigned To :**	National TAB - Brianna Biggs
Status :	Open		
Priority :	Low	**Asset Tag :**	
Originated Date :	12/12/2025 - John Barresi - National TAB		

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- Open BALANCE_SCHEDULE_LARGE_JOBS.xlsx

CheckList List

- 01: RTU's/AHU's
- 02: LENNOX SETUP PARAMETERS
- 03: SENSOR WIRING (LENNOX)
- 04: EF'S
- 05: CLOSEOUT CHECKS

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CheckList Information

Name :	01: RTU's/AHU's	**Status :**	Not Completed
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		
Created Date :	11/25/2025 - Natasha Louw - National TAB		

CheckList Item Details

RTU's/AHU's

All diffusers and grilles are installed and match design?	Pass
Comment:	
Clean filters installed?	Pass
Comment:	
Economizers are assembled and functional?	
Comment:	
Motors are all operating below the FLA rating?	
Comment:	
Are belts tight?	N/A
Comment:	
If direct drive unit is the speed controller working?	Pass
Comment:	
Is gas piping installed and valves turned on?	Pass

Comment:

Condensate drains are installed?	Pass

Comment:

Unit free of noticeable noise and vibration	Pass

Comment:

Final outside air damper position is marked with permanent marker?

Comment:

No alarms present?

Comment:

Any noticeable duct leakage?	Pass

Comment:

Total supply and OA flows are balanced within +/-5% and supply & return diffusers within +/-10%?

Comment:

Adjust side wall diffusers on spiral duct that blow towards the coffee island drop-in to prevent issues with it staying at temperature. Fan out of the deflector blades or reduce airflow as necessary to prevent drafting.

Comment:

IN TEST MODE, TEST THE FOLLOWING:

Cooling mode is operational? Record EAT/LAT for each unit:

Comment:

Heating mode is operational? Record EAT/LAT for each unit:

Comment:

Dehumidification mode is operational? (Feel dehumidification coil with your hand. Is it hot?) Record EAT/LAT for each unit:

Comment:

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CheckList Information

Name :	02: LENNOX SETUP PARAMETERS	**Status :**	Not Completed
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		
Created Date :	11/25/2025 - Natasha Louw - National TAB		

CheckList Item Details

UNIT ID CONFIGURATIONS	
BACNET CONFIGURATION: GO TO SETTINGS>GENERAL>CONFIGURATION ID1 POSITION 5 SET TO "N".	Pass
Comment:	
NETWORK CONFIGURATION: GO TO SETUP>NETWORK INTEGRATION, SET TO BACNET IP	Pass
Comment:	
CONTROL MODE: SET CONTROL MODE TO ROOM SENSOR: CO2, TEMP & HUMIDITY (PER UNIT, AS NEEDED).	Pass
Comment:	
INDIVIDUAL PARAMETER CONFIGURATIONS (MECHANICAL CONTRACTOR TO DEFINE / AS APPLICABLE):	
PARAMETER 105 DEHUMID MODE: 7 NO CONDITIONS	Pass
Comment:	
PARAMETER 106 DEHUMID SETPOINT: 50, THIS IS A CENTERED SET POINT (+/-)	Yes
Comment:	
PARAMETER 107 DEHUMID DEADBAND: 3 (DEFAULT) THIS IS THE ACTUAL +/- VALUE	Pass
Comment:	

PARAMETER 117 CO2 DAMPER MAX OPEN: 50%	Pass
Comment:	
PARAMETER 118 CO2 START OPEN PPM: 1500	Pass
Comment:	
PARAMETER 119 CO2 MAX OPEN PPM: 1500	Pass
Comment:	
PARAMETER 137 OCCHET SET POINT: 68 (BACK UP)	Pass
Comment:	
PARAMETER 131 SET TO THE SAME % AS THE MINMIUM OA DAMPER SETPOINT	
Comment:	
PARAMETER 139 OCC COOLING SET POINT: 72 (BACK UP)	Pass
Comment:	
PARAMETER 154 OCC BLOWER MODE: ON-CONTINUOUS 1	Pass
Comment:	
CFM VALUES / MSAV FAN SPEEDS (AIR BALANCER TO DEFINE / IF APPLICABLE):	
OA DAMPER SET TO SAME POSITION IN ALL FAN SPEEDS?	
Comment:	
ALL FAN SPEEDS SET TO THE SAME CFM VALUE (ENTER SETPOINTS BELOW)	
Comment:	
HEAT CFM VALUE: PER THE HVAC SCHEDULE	
Comment:	
HIGH COOL CFM VALUE: THE HIGH COOL CFM VALUE	
Comment:	

LOW COOL CFM VALUE: MATCH THE HIGH COOL CFM VALUE

Comment:

VENTILATION CFM VALUE: MATCH THE HIGH COOL CFM VALUE

Comment:

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CheckList Information

Name :	03: SENSOR WIRING (LENNOX)	**Status :**	Not Completed
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		
Created Date :	11/25/2025 - Natasha Louw - National TAB		

CheckList Item Details

COMBINATION TEMPERATURE/HUMIDITY SENSOR

Sensors are installed where shown on the drawing?	Pass
Comment:	
2 conductor shielded cable has one wire landed to Vin, one to GND, and the shield wire is not connected.	
Comment:	
For second shielded cable, one wire is landed to Vout and the shield wire is not connected.	
Comment:	
Verify that the CORE or Prodigy controller is sensing a relative humidity (record the reading)	
Comment:	

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CheckList Information

Name :	04: EF'S	**Status :**	Not Completed
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		
Created Date :	11/25/2025 - Natasha Louw - National TAB		

CheckList Item Details

EF's

Rotation is correct?

Comment:

Belts are tight (if applicable)?

Comment:

Speed controller installed and functional (if applicable)?

Comment:

There is no major leakage around base of fan?

Comment:

Is the motor operating below the motor FLA rating?

Comment:

Back draft damper installed and can it fully open?

Comment:

Unit free of noticeable noise and vibration?

Comment:

Total exhaust flow balanced within +/-5% and grilles are within +/-10%?

Comment:

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CheckList Information

Name :	05: CLOSEOUT CHECKS	**Status :**	Not Completed
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		
Created Date :	11/25/2025 - Natasha Louw - National TAB		

CheckList Item Details

SPACE COMFORT

Is space free of drafting?

Comment:

Is space comfortable in all areas?

Comment:

Is the space free of ventilation noise?

Comment:

BUILDING PRESSURE

Do actual net building airflow, design net building airflow, and pressure coincide? If not why? (All three should either be positive or negative)

Comment:

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System/Unit: AHU/RTU

Asset: RTU1 AREA:FOOD SERVICE

Unit Data		
	Design	**Actual**
MFG	LENNOX	LENNOX
Serial Num	-	5625D02335
Model Num	LCT150H5E	LCT150H5E
Type	RTU	RTU
Configuration	VERTICAL	VERTICAL
Num OA Filters 1	-	2
OA Filter Size 1	-	14.125"X23"
Num Final Filter 1	-	4
Final Filter Size 1	-	20"X25"X2"

Motor Data		
	Design	**Actual**
Motor MFG	-	EBMPAPST
Frame	-	N/L
Horsepower	3.75	3.75
Motor Rpm	-	1780
Phase	3	3
Rated Voltage	208	208
Rated Amperage	-	8.0
Service Factor	-	N/L

Drive Data	
	Actual
Motor Sheave Size	DD
Motor Bore Size	DD
Motor Sheave SetPt	DD
Fan Sheave Size	DD
Fan Sheave Bore	DD
Belt CL Distance	DD
Num of Belts	DD
Belt Size	DD

Test Data		
	Design	**Actual**
SF CFM	4500	4595
SF RPM	-	
MOTOR RPM	-	
RA CFM	3800	
OA CFM	700	
RL Voltage	-	
RL Amperage	-	
SF System SetPt	-	
RA Damper Position	-	
RA Damper Type	-	
OA Damper Position	-	
OA Damper Type	-	

Performance Data		
	Design	**Actual**
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	0.70"	
Fan Total SP	-	

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AHU/RTU

Diffuser Supply (GRD)

RTU1/FOOD SERVICE

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
SGRD1	FOOD SERVICE	SD-6	10"	425	1	474	393	426	100.2
SGRD2	FOOD SERVICE	SD-6	10"	425	1	448	372	417	98.1
SGRD3	FOOD SERVICE	SD-6	10"	425	1	590	490	424	99.8
SGRD4	FOOD SERVICE	SD-6	10"	425	1	588	488	412	96.9
SGRD5	FOOD SERVICE	SD-6	10"	425	1	510	423	456	107.3
SGRD6	COFFEE	SD-6	12"	500	1	739	613	517	103.4
SGRD7	FOOD SERVICE	SD-6	10"	400	1	484	402	431	107.8
SGRD8	FOOD SERVICE	SD-6	10"	400	1	493	409	432	108.0
SGRD9	FOOD SERVICE	SD-6	10"	400	1	457	379	416	104.0
SGRD10	TRASH	SD-1	10"	300	1	485	403	309	103.0
SGRD11	ELECTRICAL	SD-1	10"	375	1	401	333	355	94.7
Total				4500		5669	4705	4595	102.11%

Diffuser Ret/Exh (GRD)

RTU1/FOOD SERVICE

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
EGRD1	FOOD SERVICE	RG-1	14"	860	1	832	832	832	96.7
EGRD2	FOOD SERVICE	RG-1	14"	870	1	740	740	740	85.1
EGRD3	FOOD SERVICE	RG-1	14"	870	1	739	739	739	84.9
EGRD4	FOOD SERVICE	RG-1	16X14	1200	1	1217	1217	1217	101.4
Total				3800		3528	3528	3528	92.84%

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System/Unit: AHU/RTU

Asset: RTU2 AREA:RETAIL

Unit Data		
	Design	**Actual**
MFG	LENNOX	LENNOX
Serial Num	-	5625D03887
Model Num	LCT102H5E	LCT102H5E
Type	RTU	RTU
Configuration	VERTICAL	VERTICAL
Num OA Filters 1	-	2
OA Filter Size 1	-	14.125"X23"
Num Final Filter 1	-	4
Final Filter Size 1	-	20"X25"X2"

Motor Data		
	Design	**Actual**
Motor MFG	-	EBMPAPST
Frame	-	N/L
Horsepower	3.75	3.75
Motor Rpm	-	1780
Phase	3	3
Rated Voltage	208	208
Rated Amperage	-	8.0
Service Factor	-	N/L

Drive Data	
	Actual
Motor Sheave Size	DD
Motor Bore Size	DD
Motor Sheave SetPt	DD
Fan Sheave Size	DD
Fan Sheave Bore	DD
Belt CL Distance	DD
Num of Belts	DD
Belt Size	DD

Test Data		
	Design	**Actual**
SF CFM	3400	3348
SF RPM	-	
MOTOR RPM	-	
RA CFM	3020	
OA CFM	380	
RL Voltage	-	
RL Amperage	-	
SF System SetPt	-	
RA Damper Position	-	
RA Damper Type	-	
OA Damper Position	-	
OA Damper Type	-	

Performance Data		
	Design	**Actual**
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	1.00"	
Fan Total SP	-	

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AHU/RTU

Diffuser Supply (GRD)

RTU2/RETAIL

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
SGRD1	DINING	SD-2		275	0.34	428	487	292	106.2
SGRD2	DINING	SD-2		275	0.34	28	347	273	99.3
SGRD3	DINING	SD-2		300	0.34	62	374	291	97.0
SGRD4	DINING	SD-2		275	0.34	47	460	264	96.0
SGRD5	DINING	SD-2		275	0.34	292	477	258	93.8
SGRD6	DINING	SD-2		275	0.34	226	271	259	94.2
SGRD7	DINING	SD-2		275	0.34	232	254	274	99.6
SGRD8	DINING	SD-2		275	0.34	76	326	278	101.1
SGRD9	DINING	SD-2		275	0.34	189	473	259	94.2
SGRD10	HALLWAY	SD-1	8"	200	1	320	244	221	110.5
SGRD11	WOMENS RR	SD-5	8"	100	1	338	253	103	103.0
SGRD12	REAR VESTIBULE	SD-5	8"	200	1	333	216	205	102.5
SGRD13	MENS RR	SD-5	8"	150	1	311	219	140	93.3
SGRD14	DELIVERY ROOM	SD-1	8"	250	1	322	245	231	92.4
Total				3400		3204	4646	3348	98.47%

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System/Unit: AHU/RTU

Asset: RTU3 AREA:FOH

Unit Data		
	Design	**Actual**
MFG	LENNOX	LENNOX
Serial Num	-	5625E00894
Model Num	LCT072H5E	LCT072H5E
Type	RTU	RTU
Configuration	VERTICAL	VERTICAL
Num OA Filters 1	-	1
OA Filter Size 1	-	28.25"X14.25"
Num Final Filter 1	-	4
Final Filter Size 1	-	20"X20"X2"

Motor Data		
	Design	**Actual**
Motor MFG	-	EBMPAPST
Frame	-	N/L
Horsepower	1.5	1.5
Motor Rpm	-	3300
Phase	3	3
Rated Voltage	208	208
Rated Amperage	-	4.4
Service Factor	-	N/L

Drive Data	
	Actual
Motor Sheave Size	DD
Motor Bore Size	DD
Motor Sheave SetPt	DD
Fan Sheave Size	DD
Fan Sheave Bore	DD
Belt CL Distance	DD
Num of Belts	DD
Belt Size	DD

Test Data		
	Design	**Actual**
SF CFM	2400	2399
SF RPM	-	
MOTOR RPM	-	
RA CFM	2200	
OA CFM	200	
RL Voltage	-	
RL Amperage	-	
SF System SetPt	-	
RA Damper Position	-	
RA Damper Type	-	
OA Damper Position	-	
OA Damper Type	-	

Performance Data		
	Design	**Actual**
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	0.50"	
Fan Total SP	-	

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AHU/RTU

Diffuser Supply (GRD)

RTU3/FOH

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
SGRD1	ENTRANCE	SD-5	8"	250	1	200	262	262	104.8
SGRD2	FOH	SD-2		450	0.34	434	434	434	96.4
SGRD3	FOH	SD-2		450	0.34	429	429	429	95.3
SGRD4	FOH	SD-2		450	0.34	468	468	468	104.0
SGRD5	FOH	SD-2		450	0.34	450	450	450	100.0
SGRD6	ASS. AREA	SD-1	8"	200	1	234	200	200	100.0
SGRD7	OFFICE	SD-1	8"	150	1	184	156	156	104.0
Total				2400		2399	2399	2399	99.96%

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System/Unit: FAN - Exhaust

Asset: EF1 AREA:RESTROOM

Unit Data		
	Design	**Actual**
MFG	GREENHECK	GREENHECK
Model Num	GB-098-6	GB-098-6
Serial Num	-	
Type	DOWNBLAST	
Configuration	VERTICAL	

Motor Data		
	Design	**Actual**
Motor MFG	-	
Frame	-	
Horsepower	0.167	
Motor Rpm	-	
Phase	1	
Voltage (rated)	120	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	**Actual**
CFM	375	
Fan RPM	-	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	0.38"	
Fan Inlet SP	-	
Fan Discharge SP	-	

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FAN - Exhaust

Diffuser Ret/Exh (GRD)

EF1/RESTROOM

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
EGRD1	WOMENS RR	EG-1	8X8	150	1	208	154	154	102.7
EGRD2	MENS RR	EG-1	8X8	225	1	196	237	237	105.3
Total				375		404	391	391	104.27%

National TAB

Project: 12-08-25 WAWA #8695 WOODFORD, VA

System/Unit: FAN - Exhaust

Asset: EF2 AREA:BOH

Unit Data		
	Design	**Actual**
MFG	GREENHECK	GREENHECK
Model Num	GB-098-6	GB-098-6
Serial Num	-	
Type	DOWNBLAST	
Configuration	VERTICAL	

Motor Data		
	Design	**Actual**
Motor MFG	-	
Frame	-	
Horsepower	0.167	
Motor Rpm	-	
Phase	1	
Voltage (rated)	120	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	**Actual**
CFM	400	
Fan RPM	-	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	0.38"	
Fan Inlet SP	-	
Fan Discharge SP	-	

National TAB

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FAN - Exhaust

Diffuser Ret/Exh (GRD)

EF2/BOH

Asset									
Asset Name	**Location**	**Type**	**Size**	**DESIGN CFM**	**AK**	**CFM(1)**	**CFM(2)**	**FINAL CFM**	**% to design**
EGRD1	BOH	RG-2	10X10	500	1	111		111	22.2
EGRD2	BOH	RG-2	8X8	400	1	102		102	25.5
EGRD3	BOH	RG-2	10X10	400	1				-
Total				1300		213	0	213	16.38%

National TAB

Project: 12-08-25 WAWA #8695 WOODFORD, VA

System/Unit: FAN - Exhaust

Asset: EF3 AREA:TRASH ROOM

Unit Data		
	Design	**Actual**
MFG	GREENHECK	GREENHECK
Model Num	SP-B200	SP-B200
Serial Num	-	
Type	CEILING	
Configuration	HORIZONTAL	

Motor Data		
	Design	**Actual**
Motor MFG	-	
Frame	-	
Horsepower	0.167	
Motor Rpm	-	
Phase	1	
Voltage (rated)	120	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	**Actual**
CFM	200	
Fan RPM	-	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	0.50"	
Fan Inlet SP	-	
Fan Discharge SP	-