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CheckList Information

Name :	AHU-6 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 6000 / Actual: 7,752 CFM
Confirm DCV is Disabled (Demand Controlled Ventilation)	YES, DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT AIRFOIL MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 690 / Actual: 689 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	NOT APPLICABLE, DIRECT TRAVERSE USED
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	90% OPEN
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
Pre-Filter MERV Rating (or NA)	MERV RATING NOT LISTED ON FILTERS. THEY LOOK TO BE EITHER MERV-7 OR MERV-8
Pre-Filter Size	2-12X24X2 2-20X24X2

Final Filter MERV Rating	2-MERV-14/14A 2-MERV-15
Final Filter Size	2-12X24X4 2-20X24X4
Belts - Visual Assessment of condition	BELTS ARE IN GOOD CONDITION, NO CRACKS, BELT TENSION IS GOOD
Belts - Size and quantity	2-5VX630
Note any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS HAD TO BE MADE
Note if the AHU has full air side economizing ability & Damper Type.	NO, HNIT IS NOT CAPABLE OF ECONOMIZING
Note if any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS HAD TO BE MADE
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	VOLTS- 459V AMPS- 10.8A
Heating Coil(s) - Visual assessment and photo documentation.	UNIT NOT EQUIPPED WITH HEATING COIL
Cooling Coil(s) - Visual assessment and photo documentation.	THERE ARE SOME BENT FINS. DAMAGE IS NO MORE THAN 5% OF TOTAL COIL
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN IS FREE OF DEBRIS
Any unusual operation observed? (including vibration, over-pressure, etc.)	NO UNUSUAL OPERATION WAS OBSERVED
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A SYSTEM DOES NOT HAVE EXHAUST
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	RETURN DUCT HAS A DAMPER BU THERE IS NO DAMPER MOTOR. SUPPLY SIDE HAS NO DAMPER THAT WOULD PREVENT SHORT CYCLING DURING NIGHTLY FAN OFF OPERATION
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	UNABLE TO ACCESS INTERIOR OF OA VAV TO CHECK FOR DEBRIS. THERE IS NO SIGN OF BIOLOGICAL MATERIAL INSIDE OF THE AHU TO INDICATE ANYTHING OUT OF THE ORDINARY
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	WHEN THE UNIT SHUTS DOWN FOR NIGHT OPERATION/FULL OA FED FROM OAHU THERE IS NO DAMPER TO PREVENT SHORT-CYCLING INTO THE RETURN SIDE OF THE UNIT

- Open AHU6SEGSAHQ.pdf

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CheckList Information

Name :	AHU-2 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 6000 / Actual: 6,007 CFM
Confirm DCV is Disabled (Demand Controlled Ventilation)	The DCV is confirmed disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	The outside air was measured directly by traversing the outside air duct.
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 690 / Actual: 768 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	-
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	After visual confirmation the OA damper is 100% open.
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open AHU2Enameplate.jpg	
Pre-Filter MERV Rating (or NA)	The pre filter MERV rating is not listed on filter nor near the unit.

Pre-Filter Size	The pre filter sizes for the unit are 12x24x2 and 20x24x2.
• Open AHU2Eprefilter.jpg	
Final Filter MERV Rating	The final MERV Rating for the final filter is MERV 14
• Open AHU2Efinalfilter.jpg	
Final Filter Size	The final filter sizes for the unit are 12x24x4 and 20x24x4.
• Open AHU2E.jpg	
Belts - Visual Assessment of condition	After examination, the belt condition is really good.
• Open AHU2SE.jpg	
Belts - Size and quantity	The belts the unit are 2 5vx630
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	Motor voltage-460 v VFD Amperage- 11.8 A VFD
• Open AHU2VFD.jpg	
Heating Coil(s) - Visual assessment and photo documentation.	After visual assessment the heating coils looks to be in good condition.
• Open AHU2heatingcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	After visual assessment the cooling coils looks to be in good condition.
• Open AHU2coolingcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	The condensate pan looks clean.
• Open AHU2E.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	There were no unusual operation deficiencies that occurred.
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	This unit did not have an exhaust system present.

Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	This unit does not have an outdoor air intake louver.
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	No visible sign of debris and or biological materials.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	There are no other deficiencies for this unit.

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CheckList Information

Name :	AHU-A0	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 3200 / Actual: 4,100CFM
• Open Ahuao.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT AIRFOIL MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 400 / Actual: 605CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A USED DIRECT MEASUREMENT
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	NO OA DAMPER ON THIS UNIT. OA COMES FROM VAV THAT SERVES LINEAR DIFFUSERS ON THE 7th Floor
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Ahuaonameplate.jpg	
Pre-Filter MERV Rating (or NA)	1-MERV10 1-MERV8

Pre-Filter Size	1-20X24X2 1-24X24X2
• Open Ahuaoprefilters.jpg	
Final Filter MERV Rating	1-MERV15 1-MERV14/14A
Final Filter Size	1-20X24X4 1-24X24X4
• Open Ahuaofinalfilters.jpg	
Belts - Visual Assessment of condition	BELTS ARE NOT CRACKED, BUT ONE BELT IS NOT AS TENSIONED AS THE OTHER AND SHOULD BE REPLACED
• Open Ahuaobelts.jpg	
Belts - Size and quantity	2-AP45
• Open Ahuaodrivedata.jpg	
Note any modifications made to AHU set points to operate in full capacity.	ZONE DAMPERS WERE CLOSED PREVENTING UNIT FROM RUNNING IN FULL SPEED. MANUALLY OPENED ZONE DAMPERS AND U IT REACH SETPOINT
Note if the AHU has full air side economizing ability & Damper Type.	NO ECONOMIZING CAPABILITIES
Note if any modifications made to AHU set points to operate in full capacity.	HAD TO OPEN ZONE DAMPERS ON SUPPLY DUCTS SO DP SENSOR WOULDN'T PREVENT FAN FROM REACHING HIGH SPEED
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	CONNECTIONS ARE GOOD V-457V A-7.0A
Heating Coil(s) - Visual assessment and photo documentation.	UNIT IS NOT EQUIPPED WITH A HEATING COIL
Cooling Coil(s) - Visual assessment and photo documentation.	BACK SIDE OF COIL HAS HIGH LEVEL OF OXIDATION. FRONT SIDE OF COIL HAS SOME BENT FINS. NO MORE THAN 5% OF FINS ARE BENT
• Open Ahuaocoolcoiloxidation.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN IS FREE IF OBSTRUCTIONS, THERE IS SOME OXIDATION RESIDUE IN THE PAN FROM THE COIL
• Open Condensatepanahiao.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	FAN WAS NOT REACHING HIGH SPEED. FOUND ZONE DAMPERS CLOSED AND HAD TO MANUALLY OPEN THEM. THERE IS A DAMPER ON THE RETURN SIDE OF THE UNIT WITH NO DUCTWORK AND NO MOTOR ATTACHED, RECOMMEND SEALING THE SIDE OF THE UNIT IF NOT UTILIZED RETURN DAMPER SECURED WITH WIRES TO LOCK IT OPEN
• Open Ahuaozonedamperissue.jpg	

Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A UNIT DOES NOT HAVE EXHAUST FAN
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	OA IS INTRODUCED THROUGH A DUCT CONNECTED TO A VAV. CANNOT CHECK FOR FOREIGN OBJECTS OR DEBRIS
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	NO DEBRIS IN THE SYSTEM
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	ZONE DAMPERS HAD TO BE MANUALLY OPENED SO UNIT WOULD REACH FULL SPEED. THE SPRING RETURN DOES NOT WORK ON ZONE DAMPERS THERE IS A DAMPERON THE SODE OF THE UNIT THAT IS FIXED CLOSED BUT COULD POTENTIALLY BE A FUTURE SOURCE OF RETURN LEAKAGE THERE IS A DAMPER INTERNAL TO THE RETURN IF THE UNIT THAT IS NOT MOTORIZED AND COULD BE A SOURCE OF LEAKAGE BACK SIDE OF COOLING COIL HAS A LOT OF OXIDATION FILTERS ARE DUE FOR A CHANGE. ONE OF THE BELTS IS STRETCHED AMD SHOULD BE REPLACED.
• Open Ahuaodampersuctiondamper.jpg	

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CheckList Information

Name :	AHU-7 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 3000 / Actual: 3,032 CFM
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV is confirmed disabled
Outside Air Measurement Method (Direct PT or SA-RA PT)	Outside site was measured directly by traversing the Outside air duct
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 310 / Actual: 347 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	After observation the Outside air damper was 100 % open.
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
Pre-Filter MERV Rating (or NA)	
Pre-Filter Size	

Final Filter MERV Rating	
Final Filter Size	
Belts - Visual Assessment of condition	
Belts - Size and quantity	
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	
Heating Coil(s) - Visual assessment and photo documentation.	
Cooling Coil(s) - Visual assessment and photo documentation.	
Condensate Pan(s) - Visual assessment and photo documentation.	
• Open AHU-7Econdensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	There is no exhaust system present at this unit.
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	There were no OA intake Oliver's at this unit.
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	There are no visible debris and or biological material during inspection.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	

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CheckList Information

Name :	AHU-3 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 6000 / Actual: 7,792 CFM
• Open Ahu3Se.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT AIRFOIL MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 690 / Actual: 1,093 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A OA WAS MEASURED DIRECTLY
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	DAMPER OS APPROXIMATELY 50% OPEN
• Open Ahu3Sedamper.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Ahu3senameplate.jpg	

Pre-Filter MERV Rating (or NA)	MERV-10
Pre-Filter Size	2-12X24X2 2-20X24X2
• Open Ahu3Seprefilter.jpg	
Final Filter MERV Rating	2-MERV14-14A 2-MERV15
Final Filter Size	2-12X24X4 2-20X24X4
• Open Ahu3sefinalfilter.jpg • Open Ahu3sebelt.jpg	
Belts - Visual Assessment of condition	BELTS ARE IN GOOD CONDITION, THERE ARE NO CRACKS, BELT TENSION IS GOOD
• Open Ahu3sedrivedata.jpg	
Belts - Size and quantity	2- 5VX630
• Open Ahu3sebelts.jpg	
Note any modifications made to AHU set points to operate in full capacity.	AHU SETPOINT WAS INITIALLY TOO LOW. SETPOINT WAS INCREASED FROM
Note if the AHU has full air side economizing ability & Damper Type.	NO, UNIT DOES NOT HAVE ECONOMIZING CAPABILITIES
Note if any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS NEEDED. UNIT ACHIEVED FULL CAPACITY BY DRIVING VAVS TO MAX
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	ALL CONNECTIONS ARE SECURED VOLTS-454V AMPS-11.8A
Heating Coil(s) - Visual assessment and photo documentation.	UNIT IS NOT EQUIPPED WITH HEATING COIL
Cooling Coil(s) - Visual assessment and photo documentation.	COOLING COIL IS IN GOOD CONDITION. THERE IS SOME OXIDATION ON THE INLET PIPE OF THE COIL
• Open Ahu3secoolcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN ID FREE OF DEBRIS. THERE ARE SOME SIGNS OF OXIDATION COMING FROM THE COIL INLET
• Open Ahu3Secondensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	THERE IS A SMALL PUNCTURE IN THE CANVAS CONNECTOR OF THE SUPPLY DUCT THAT IS CAUSING MINOR LEAKAGE
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A UNIT DOES NOT HAVE EXHAUST

Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	UNABLE TO EXAMINE OUTDOOR AIR LOUVERS OA IS SUPPLIED BY A VAV
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	NO BIOLOGICAL MATERIAL OR DEBRIS FOUND IN THE UNIT
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	THERE IS A DAMPER IN THE RETURN OF THE UNIT THAT DOES BOT HAVE A MOTOR CONNECTED TO IT. DAMPER IS LOCKED OPEN. NO DAMPER IN SUPPLY THAT PREVENTS SHORT CYCLING WHEN UNIT IS IN NIGHT MODE.

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CheckList Information

Name :	OAH S-1	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	The Unit is all outside air meaning supply is equal to outside air.
Confirm DCV is Disabled (Demand Controlled Ventilation)	The demand controlled ventilation was confirmed disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	Outside air was measured using a velgrid to the outside air grille inside the unit.
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Outside air measured was 10,397 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	This unit operates on 100% outside air as it supplies outside air to the other AHU's
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open OAHUS1.jpg	
Pre-Filter MERV Rating (or NA)	The pre-filter MERV rating are MERV 8

Pre-Filter Size	The pre filter size is 20x24x4
Final Filter MERV Rating	The final filter has a MERV 14 rating.
Final Filter Size	The unit’s final filter size is 20x20x4
Belts - Visual Assessment of condition	After a visual assessment the belts condition are good.
• Open S1Belts.jpg	
Belts - Size and quantity	This unit has 2 5VX730 belts
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	Motor Voltage- 437 V VFD Amperage-18.3 A VFD
Heating Coil(s) - Visual assessment and photo documentation.	The heating coil condition looks good
• Open S1heatingwheel.jpg • Open S1heatingcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	The cooling coil condition looks good.
• Open S1coolingcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	Condensate pan is clean.
• Open S1condensatepan.jpg • Open S1condensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	There are no unusual operational concerns.
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	This unit does have an exhaust system but it was off.
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	Intake louvers has some dirt on them.
• Open S1oalouver.jpg	

Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	There were some debris on the bird screen.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	No other deficiencies for this unit besides what was described above.

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CheckList Information

Name :	AHU-ATE-1	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 8000 / Actual: 8680CFM
• Open Ahuate1flowstation.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT AIRFOIL MEASUREMENT OF THE OA DUCT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 2500 / Actual: 2,375 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A OA WAS MEASURED DIRECTLY
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	50% OPEN
• Open Ahuate1oadamper.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Ahuate1nameplate.jpg	

Pre-Filter MERV Rating (or NA)	NOT LISTED FOR 16X20X2 and for 20X20X2 FILTERS
Pre-Filter Size	3-16X20X2 3-20X20X2
• Open Ahuate1prefilter.jpg	
Final Filter MERV Rating	6-14/14A
Final Filter Size	3-16X20X4 3-20X20X4
• Open Ahuate1finalfilter.jpg	
Belts - Visual Assessment of condition	BELTS HAVE NO CRACKS AND ARE PROPERLY TENSIONED
• Open Ahuate1belt.jpg	
Belts - Size and quantity	2-BX51
• Open Ahuate1drivedata.jpg	
Note any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS MADE
Note if the AHU has full air side economizing ability & Damper Type.	AHU DOES NOT HAVE ECONOMIZING CAPABILITIES
Note if any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS REQUIRED
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	CONNECTIONS ARE GOOD VOLTS-368 AMPS- 11.9A
Heating Coil(s) - Visual assessment and photo documentation.	HEATING COIL IS INGOOD CONDITION. THERE IS SOME OXIDATION ON THE FRONT SIDE
• Open Ahuate1heatcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	BACK SIDE OF COOLING COIL 1 HAS OXIDATION. FROTN SIDE OF COOLING COIL 2 HAS SOME RUST ON THE FLOOR WHERE THE CONDENSATE PAN IS. BACK SODE OF COIL 2 HAS BENT FINS
• Open Ahuate1coolcoilfront.jpg • Open Ahuate1coolcoilback.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN IS FREE OF DEBRIS. THERE IS SOME RUST FORMING NEAR COOLING COIL 2
• Open Ahuate1condensatwpan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	THERE IS NO UNUSUAL OPERATION

Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A THERE IS A RETURN FAN THAT SERVES ATE-1 AND ATE-2, WHEN UNITS ARE UNOCCUPIED MODE RETURN FAN OVERPOWERS SUPPLY FAN
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	OA IS BROUGHT IN THROUGH A VAV, VAV IS FULLY FUNCTIONAL AMD UNABLE TO CHECK FOR ANY DEBRIS. RETURN PLENUM IS CLEAN WITH NO SIGNS OF ANY DEBRIS
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	NO VISIBLE DEBRIS INSIDE OF THE UNIT
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	THE WINDOW IN THE RETURN PLENUM DOOR HAS A BROKEN/MISSING PANE OF GLASS. THE REMAINING PANE DOES NOT HAVE ANY LEAKAGE. WHEN THE UNIT IS IN UNOCCUPIED MODE THE RETURN FAN THAT FEEDS ATE-1/2 OVERPOWERS BOTH SUPPLY FANS. SUPPLY DUCT COULD NOT BE TRAVERSED DO TO SOUND ATTENUATION NOR COULD THE RETURNS BE READ OUT, HAD TO USE THE FLOW STATION TO USE AS THE SUPPLY TOTAL
• Open Ahuate1beokenglasspanel.jpg	

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CheckList Information

Name :	OAH SE-1	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	The Unit is all outside air.
Confirm DCV is Disabled (Demand Controlled Ventilation)	The DVC control is disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	This Unit strictly serves outside air only so it was traversed directly.
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	The outside air measured is 9,728 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	Unit is 100 fully outside air.
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	The unit is fully served 100% outside air.
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
Pre-Filter MERV Rating (or NA)	The Pre filter rating is
Pre-Filter Size	AHU-SE1 pre filter size are 20x25x4.

Final Filter MERV Rating	The final filter MERV ratings is MERV 14
Final Filter Size	The unit filter size is 20x20x4
Belts - Visual Assessment of condition	After visual assessment the belts look to be in good condition but the 2 outer belts are a little loose.
Belts - Size and quantity	The unit has 3 BX-38 belts.
Note any modifications made to AHU set points to operate in full capacity.	The unit static pressure went from to
Note if the AHU has full air side economizing ability & Damper Type.	There are no full air side economizer or damper for this unit.
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	Motor Voltage- 460 V VFD Amperage - 17.1 A VFD
Heating Coil(s) - Visual assessment and photo documentation.	After visual assessment the pre heat coil is in good condition but the re-heat coil has some bent fins.
• Open SE1heatingwheel.jpg • Open SE1preheatcoil.jpg • Open SE1heatingcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	The unit cooling coils is in good condition.
Condensate Pan(s) - Visual assessment and photo documentation.	The condensate pan is clean.
• Open SE1condensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	There are no unusual operations for this unit.
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	The unit exhaust system is on.
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	There is a little bit of debris by the outdoor air intake louver
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	After inspection there were no sign of foreign agents present on the unit.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	There are no other deficiencies present for this unit.

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CheckList Information

Name :	AHU-5 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 6000 / Actual: 7,650 CFM
• Open Ahu5se.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT FOIL MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 690 / Actual: 893 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A OA WAS MEASURED DIRECTLY VIA TRAVERSE
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	DAMPER IS APPROXIMATELY 50% OPEN
• Open Ahu5sedamperoa.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Ahu5senameplate.jpg	

Pre-Filter MERV Rating (or NA)	FILTER DOES NOT LIST MERV RATING. LOOKS LIKE MERV-7 OR MERV-8
Pre-Filter Size	2-12X24X2 2-20X24X2
• Open Ahu5seprefilters.jpg	
Final Filter MERV Rating	2-MERV14/14A 2-MERV15
Final Filter Size	2-12X24X4 2-20X24X4
• Open Ahu5sefinalfilter.jpg	
Belts - Visual Assessment of condition	BELTS ARE IN GOOD CONDITION. NO CRACKING
• Open Ahu5sebelts.jpg	
Belts - Size and quantity	2-5VX630
Note any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS HAD TO BE MADE
Note if the AHU has full air side economizing ability & Damper Type.	NO, UNIT DOES NOT HAVE ECONOMIZING CAPABILITIES
Note if any modifications made to AHU set points to operate in full capacity.	NO SET-POINT CHANGES HAD TO BE MADE
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	ELECTRICAL CONNECTIONS ARE GOOD VOLTS-460V AMPS-12.2
Heating Coil(s) - Visual assessment and photo documentation.	UNIT IS NOT EQUIPPED WITH HEATING COIL
Cooling Coil(s) - Visual assessment and photo documentation.	NO DAMAGED OR BENT FINS
• Open Ahu5secoolcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN HAS SOME OXIDATION, BUT THERE IS NO DEBRIS IN THE PAN
• Open Ahu5secondensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	NO UNUSUAL OPERATION
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A UNIT DOES NOT HAVE EXHAUST
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	UNABLE TO INSPECT INTERIOR OF OA VAV. THERE IS NO SIGN OF DEBRIS OR FOREIGN SUBSTANCE

Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	OUTDOOR AIR VAV IS PROPERLY WORKING. UNABLE TO CHECK FOR DEBRIS INSIDE OF THE DUCTWORK
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	THERE IS SOME OXIDATION IN THE CONDENSATE DRAIN PAN. THERE IS A DAMPER ON THE RETURN SIDE OF THE UNIT THAT IS NOT CONNECTED TO A MOTOR. DAMPER IS LOCKED OPEN

- Open ahu5segsahq.pdf

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CheckList Information

Name :	AHU-SL	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 8600 / Actual: 8,531 CFM
• Open Ahusl.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 500 / Actual: 571 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A OA WAS DIRECTLY MEASURED
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	BAS SETPOINT IS 55HZ, MEASURED UNIT AT 54.9HZ
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	DAMPER IS APPROXIMATELY 50% OPEN
• Open Ahusldamper.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Ahuslameplate.jpg	

Pre-Filter MERV Rating (or NA)	PREFILTER MERV RATING IS NOT LISTED ON THE FILTERS
Pre-Filter Size	6-20X20X4
• Open Ahuslprefilters.jpg	
Final Filter MERV Rating	6-MERV14/14A
Final Filter Size	6-20X20X4
• Open Ahuslfinalfilter.jpg	
Belts - Visual Assessment of condition	BELTS ARE NOT CRACKED. BELT IN THE MIDDLE IS NOT AS TENSIONED AS THE OTHERS. RECOMMEND REPLACING
• Open Ahuslbelt.jpg	
Belts - Size and quantity	3-BX60
• Open Ahusldrovedata.jpg	
Note any modifications made to AHU set points to operate in full capacity.	NO MODIFICATION TO SETPOINT REQUIRED
Note if the AHU has full air side economizing ability & Damper Type.	NO ECONOMIZING CAPABILITIES
Note if any modifications made to AHU set points to operate in full capacity.	NO MODIFICATIONS NEEDED TO THE SETPOINT
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	CONNECTIONS ARE SECURED VOLTS-421 AMPS- 13.5A
Heating Coil(s) - Visual assessment and photo documentation.	HEATING COIL IS IN GOOD CONDITION
• Open Ahuslheatcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	COOLING COIL IS IN GOOD CONDITION
• Open Ahuslcoolcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	THERE IS NO DEBRIS IN THE CONDENSATE PAN
• Open Ahuslcondensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	NO UNUSUAL OPERATION
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	N/A SYSTEM DOES NOT HAVE EXHAUST

Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	OA IS SUPPLIED THROUGH A VAV, UNABLE TO CHECK FOR DEBRIS OR OBSTRUCTION
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	N/A OA SUPPLIED THROUGH VAV
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	THERE IS A LOT OF DUST BUILDUP ON THE WALLS OF THE RETURN DUCT VISIBLE AT THE UNIT. THERE IS SOME CORROSION ON THE INLET OF THE COOLING COIL AND OXIDATION IN THE FAN INLET COMPARTMENT
• Open Ahusldustinreturna.jpg	

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CheckList Information

Name :	OAH S-2	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.	
Supply Air CFM Measured:	This unit is 100% Outside air meaning supply is equal to outside air.
Confirm DCV is Disabled (Demand Controlled Ventilation)	DVC is disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	Since the unit is a 100% Outdoor air unit the supply duct was traversed to obtain total outdoor air flow
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	This does not apply, unit is 100% OA
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	No damper for Unit this is a dedicated OA unit
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	
Pre-Filter MERV Rating (or NA)	
Pre-Filter Size	

Final Filter MERV Rating	
Final Filter Size	
Belts - Visual Assessment of condition	
Belts - Size and quantity	BX-70 x3
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	Not applicable, the unit brings in 100% OA
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	
Heating Coil(s) - Visual assessment and photo documentation.	
Cooling Coil(s) - Visual assessment and photo documentation.	
Condensate Pan(s) - Visual assessment and photo documentation.	
Any unusual operation observed? (including vibration, over-pressure, etc.)	
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	

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CheckList Information

Name :	Technician Report Review	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

Summary is written/completed.	
AHU "Balance Schedule" is completed	
Checklist responses are descriptive and free of grammar mistakes? (Avoid 1-word answers like "NA", "Yes, "No"... describe why and provide as much insight as possible)	
Each AHU Checklist includes photo documentation for All of the items below:	
BAS Controls (Typically, request BAS person to screenshot each AHU during testing to show setpoints)	
Outdoor Air Damper Positions	
AHU Nameplates	
Prefilters	
Final Filters	
Belts (If no belts, note that this AHU is Direct Drive and include photo)	
Electrical Connections	
Heating Coils	
Cooling Coils	
Condensate Pans	
Outdoor Air Intake Louvers	

Picture of the AHU, showing surrounding areas (Backup/zoom out as much as possible to show surroundings)	
Any debri, biological material, physical damage, deficiencies or other remarks.	
Generate Field Report and review information is complete and photo links work.	
Field Report Generated and shared with NT Team (Include Scott, Nick, Alec, Stephan Gabbert).	

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CheckList Information

Name :	AHU-MH	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 1090 / Actual: 1,086 CFM
Confirm DCV is Disabled (Demand Controlled Ventilation)	Yes the DVC is confirmed disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	The outside air was measured directly by traversing the OA duct.
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 200 / Actual: 202 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	The outside air was determined directly.
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	The outside air damper is 100% open.
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open AHUMHnameplate.jpg	
Pre-Filter MERV Rating (or NA)	The pre-filter MERV rating is not listed but looks like a MERV 8.

• Open AHUMHprefilter.jpg	
Pre-Filter Size	The pre-filter size is 20x20x2.
Final Filter MERV Rating	The final filter has a MERV 14 rating.
• Open AHUMHfinalfilter.jpg	
Final Filter Size	The final filter size is 20x20x4.
Belts - Visual Assessment of condition	After visual inspection the belts are in excellent condition.
• Open AHUMHbelts.jpg	
Belts - Size and quantity	The unit has 2 AX44 belts
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	Motor Voltage- 276 V VFD Amperage- 2.9 A VFD
• Open AHUMHvfd.jpg	
Heating Coil(s) - Visual assessment and photo documentation.	After observation the heating coils are in good condition.
• Open AHUMHheatingcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	After a visual assessment it looks like the cooling coil has 5 % deterioration but still looks good.
• Open AHUMHcoolingcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	The condensate pan looks good.
• Open AHUMHcondensatepan.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	During inspection there were no unsuspecting activities.
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	This unit does not have an exhaust system.
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	There are no outdoor air intake louvers for this unit.

Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	There are no signs of debris and or biological material.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	There are no other deficiencies for this unit.

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CheckList Information

Name :	AHU-4 SE	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 6000 / Actual: 6,460 CFM
Confirm DCV is Disabled (Demand Controlled Ventilation)	The DVC is confirmed to be disabled.
Outside Air Measurement Method (Direct PT or SA-RA PT)	The outside air was measured directly by traversing the duct.
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 690 / Actual: 748 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	The outside air damper is observed to be 100% open.
• Open AHU4Eoadamper.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open AHU4Ename.jpg	

Pre-Filter MERV Rating (or NA)	
Pre-Filter Size	the pre filter size is 12x24x4.
Final Filter MERV Rating	The final filter MERV ratings are MERV14
Final Filter Size	The final filter size is 12x24x4.
Belts - Visual Assessment of condition	The belts look to be in good condition.
• Open AHI4EBelts.jpg	
Belts - Size and quantity	The unit has 2 5vx630 belts
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	Motor Voltage-460 V VFD Amperage-11.8 A VFD
• Open AHU4EVFD.jpg	
Heating Coil(s) - Visual assessment and photo documentation.	After visual assessment the heating coils look to be in good condition.
• Open AHU4Eheating.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	After visual assessment the cooling coils look to be in good condition
• Open AHU4Ecookingcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	The condensate looks good.
• Open AHU4Econdensate.jpg	
Any unusual operation observed? (including vibration, over-pressure, etc.)	There were no unusaual operations during observation.
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	This unit does not have an exhaust system.
Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	There are no outdoor air intake Oliver’s for this unit.

Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	There are no debris and or biological material present at this unit.
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	There are no other deficiencies to this unit.

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CheckList Information

Name :	OAH SE-2	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	SAME AS OA 10,388 CFM
• Open Oahuse2flowstation.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	YES
Outside Air Measurement Method (Direct PT or SA-RA PT)	TRAVERSE OF THE SUPPLY AIR DUCT. UNIT IS 100% OA
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	10,388 CFM
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	NOT APPLICABLE. UNIT IS DEDICATED OA
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	LOUVERS ARE 100% OPEN
• Open Oahuse2louvers.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes

- Open OAHUSE2nameplate.jpg
- Open Oahuse2.jpg

Pre-Filter MERV Rating (or NA)	NOT LISTED ON PREFILTER. LOOKS TO BE MERV7 or 8
Pre-Filter Size	8- 20X20X2

- Open OAHUSE2PREFILTER.jpg

Final Filter MERV Rating	MERV-15
Final Filter Size	8-20X20X4

- Open oahuse2finalfilter.jpg

Belts - Visual Assessment of condition	BELTS ARE IN GOOD CONDITION

- Open Oahuse2belt.jpg

Belts - Size and quantity	2- B44
Note any modifications made to AHU set points to operate in full capacity.	ALL VAVS WERE DRIVEN TO MAX. AND INCREASE IN THE STATIC PRESSURE SET-POINT
Note if the AHU has full air side economizing ability & Damper Type.	UNIT IS 100% OA
Note if any modifications made to AHU set points to operate in full capacity.	BAS OPERATOR PUT ALL VAVS AT 100% FLOW SET-POINT. SP SET-POINT OF 1.00” WAS NOT ENOUGH TO SATISFY ALL VAVS. SP SET-POINT WAS INCREASED TO 2.20” TO SATISFY ALL VAVS WITH FAN SPEED AT 100%.
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	CONNECTIONS ARE SECURE VOLTS-460V AMPS-16.6A
Heating Coil(s) - Visual assessment and photo documentation.	HEATING COILS ARE IN GOOD CONDITION, NO DAMAGED FINS

- Open Oahuse2heatcoil.jpg

Cooling Coil(s) - Visual assessment and photo documentation.	COOLING COILS ARE IN GOOD CONDITION. NO DAMGED FINS. SOME MINOR OXIDATION ON THE BACK SIDE

- Open Oahuse2coolcoil.jpg

Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN IS FREE OF DEBRIS

- Open Oahuse2condensatepan.jpg

Any unusual operation observed? (including vibration, over-pressure, etc.)	NO UNUSUAL ITEMS TO NOTE
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	UNIT HAS ERV. WHEEL IS NOT TURNING DURING TESTING

Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	LOUVERS ARE FREE OF DAMAGE AND DEBRIS
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	There are only a few leaves stuck on the air intake louvers. Nothing that will obstruct flow significantly
• Open Oahuse2louverintake.jpg	
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	There are no other comments or deficiencies
• Open se2.pdf	

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CheckList Information

Name :	AHU-KON	**Status :**	NotSubmitted
Assigned Organization :	National TAB	**Asset :**	
Requesting Organization :	National TAB		

CheckList Item Details

AHU Measurement NOVA Third Party Contractor Fill Out. Measure and verify the building minimum and maximum outdoor air for each AHU providing outdoor air to the building.

Supply Air CFM Measured:	Design: 11100 / Actual: 10,534 CFM
• Open Ahukon.jpg	
Confirm DCV is Disabled (Demand Controlled Ventilation)	YES, DCV IS DISABLED
Outside Air Measurement Method (Direct PT or SA-RA PT)	DIRECT AIRFOIL MEASUREMENT
Outside Air CFM Measured: (Maximum and Minimum OA CFM)	Design: 2200 / Actual: 1983
If Outside Air CFM is determined by Supply - Return air CFM, document the Measured Return Air CFM:	N/A OA MEASURED DIRECTLY
BAS Setpoint. Document BAS Setpoint at time of testing. Include Outside AIr Damper Setpoint BAS shows.	
BAS Screenshot. Request Facility Team to save screenshots of the BAS screen for each AHU (thumb drive) and GSA or O&M upload to the google drive.	
Document Actual Observed Outside Air Damper Position. [Visual % Open: 0%, 25%, 75%, 100%.]	DAMPER IS APPROXIMATELY 40% OPEN
• Open Ahukondamper.jpg	
Does AHU have full air side economizer?	No
AHU Information & Verification. Include Photo Documentation	
Attach Photos of AHU Nameplate.	Yes
• Open Abukonnameplate.jpg	

Pre-Filter MERV Rating (or NA)	3-MERV8 3-MERV10
Pre-Filter Size	3-20X24X2 3-24X24X2
• Open Ahuknoprefilters.jpg	
Final Filter MERV Rating	3-MERV15 3-MERV14/14A
Final Filter Size	3-20X24X4 3-24X24X4
• Open Ahuknofinalfilter.jpg	
Belts - Visual Assessment of condition	BELTS ARE IN GOOD CONDITION, NO CRACKS, BELT TENSION IS GOOD
• Open Ahukonbelt.jpg	
Belts - Size and quantity	2-B95R
• Open Ahukondrovedata.jpg	
Note any modifications made to AHU set points to operate in full capacity.	
Note if the AHU has full air side economizing ability & Damper Type.	NO ECONOMIZING CAPABILITIES. THERE IS A DAMPER ON THE RETURN AND ON THE OA. BUT IT IS NOT FOR THE PURPOSE OF ECONOMIZING SINCE OA IS SUPPLIED THROUGH A VAV
Note if any modifications made to AHU set points to operate in full capacity.	
Electrical connections - Visual assessment. Document motor Voltage and Amperage.	CONNECTIONS ARE SECURED V-436 A-17.4A
Heating Coil(s) - Visual assessment and photo documentation.	HEATING COIL IS IN GOOD CONDITION
• Open Ahukonheatcoil.jpg	
Cooling Coil(s) - Visual assessment and photo documentation.	FINS ON COOLING COIL ARE STRAIGHT. THERE IS SOME OXIDATION ON THE BACK SIDE OF THE COIL.
• Open Ahukonbackofcoolcoil.jpg	
Condensate Pan(s) - Visual assessment and photo documentation.	CONDENSATE PAN IS FREE OF DEBRIS AND OBSTRUCTION
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Any unusual operation observed? (including vibration, over-pressure, etc.)	ISSUE NOTED WITH OA DAMPER INTERNAL TO THE UNIT WHEN UNIT IS TURNED OFF
Exhaust System Status (on/off). If this does not apply for this AHU, "N/A"	THERE IS A RETURN AIR FAN FOR THIS UNIT. IT WAS OPERATING DURING TESTING

Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas for cleanliness and integrity.	OA IS INTRODUCED TO THE HNIT THROUGH A VAV. UNABLE TO CHECK FOR OBSTRUCTIONS OR FOREIGN OBJECTS. THERE ARE NO SIGNS OF ANYTHING STUCK INSODE THE VAV
Note ALL visible debris or visible biological material observed, physical damage to louvers, screens, or mist eliminators, and if such damage impairs the item from providing the required outdoor air entry.	NOTHING TO NOTE
List any found deficiencies. Note any remarks or comments, including corrective actions. Include photo documentation of any relevant findings.	OA DAMPER INTERNAL TO THE UNIT IS NOT FULLY SECURED TO THE SHAFT CONNECTED TO THE MOTOR. WHEN MOTOR MOVES TO CLOSED POSITION THE DAMPER DOES NOT FULLY CLOSE. DAMPER POSITION CNA BE MANIPULATED BY HAND
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