

## 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.

### Facility Identification and TAB Requirements

The mechanical equipment to be tested, adjusted, and balanced includes all RTU's and EF's on the Test and Balance Scope on the mechanical drawings.

### Standard RTU's

Each of the RTU's were measured at their terminal devices utilizing a flow hood or via total traverse. The sum of these readings is equal to the total flow for that particular unit. The total flow of each RTU was then adjusted to within tolerance of the specified design. Outside airflow was measured by reading the inlet with a velocity grid times the area of the filter. Any equipment that fell outside of this tolerance is noted throughout the report.

### Bypass RTU's

The Bypass RTU's were measured by first closing the bypass damper completely. By doing this, the outside airflow is equal to the total flow for the unit. The airflow was measured using a velgrid at the outdoor air intake and multiplying by the free area of the filters. Adjustments made to the motor sheave in order to get airflow within tolerance of design. The bypass damper is then adjusted so that bypass and OA flows are within tolerance.

### ERV RTU's

The supply air portion of the ERV is 100% OA that is supplied to the space via two fans in series. The airflow was measured by reading the intake air filter with a velgrid and multiplying by the free area of the filter. Adjustments were made to the airflow by adjusting the motor sheaves to balance airflow within design tolerances. The exhaust system has one fan and was measured via either traverse or by reading the inlets with a velgrid and multiplying by the free area of the filter.

### Exhaust Fans

The exhaust fans were measured by reading each air device with a flow hood or via a velgrid reading times the free area of the inlets. 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. Any equipment that fell outside of this tolerance is noted throughout the report.