

**Report By:**

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



**Report: INITIAL REPORT**  
**Function: Test, Adjust, & Balance**  
**Date: 03/10/2026**  
**Completed By: National TAB**

# PROJECT

## 03-09-26 Culvers - Brooklyn, OH

5080 Tiedeman Rd

Brooklyn, OH 44144

**Client**

Accurex  
PO Box 410  
Schofield, WI 54476

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Project: 03-09-26 Culvers - Brooklyn, OH

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Project: 03-09-26 Culvers - Brooklyn, OH  
Function: Test, Adjust, & Balance

## 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.

### Kitchen Exhaust Hood & Associated Fans

Each kitchen exhaust fan was measured at the hood filter bay utilizing a velocity matrix and a manufacturer's correction factor.

Each filter velocity is multiplied by the manufacturer's corrected area. The sum of these readings equals the total flow of the exhaust fans. The total flow of the exhaust was then adjusted to within tolerance of the design flow. Any EF's that fell outside of this 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.

### 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 of -0.02" wc to +0.02" wc and that the pressure measurement coincides with the actual and design net airflow. Any deviations from these standards are noted throughout the report. The hood capture was tested at the perimeter of the hood and the cook top level with the equipment heat on to ensure satisfactory hood capture and containment.

## CheckList List

- STEP 1: INITIAL WALKTHROUGH
- STEP 2: UNIT DATA AND EVAL
- STEP 3: TEST, ADJUST AND BALANCE
- STEP 4: FINAL TESTS
- STEP 5: FINAL DOCUMENTATION



**03-09-26 Culvers - Brooklyn, OH**

**CheckList Information**

**Name :** STEP 1: INITIAL WALKTHROUGH      **Status :** Not Completed  
**Assigned Organization :** National TAB      **Asset :**  
**Requesting Organization :** National TAB  
**Created Date :** 03/10/2026 - Natasha Louw - National TAB

**CheckList Item Details**

**INITIAL SITE WALKTHROUGH**

---

All diffusers and grilles are installed and match design?

Comment:

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Perforated diffusers are installed on the cook line? (4-ways will disrupt hood capture)

Comment:

---

All hood filters installed and accounted for?

Comment:

---

Hoods are wired and have power?

Comment:

---

Thermostats have power?

Comment:

---

Have trades/general contractor been notified about any issues and are they created on FaciliBuild?

Comment:

---



03-09-26 Culvers - Brooklyn, OH

CheckList Information

**Name :** STEP 2: UNIT DATA AND EVAL **Status :** Not Completed

**Assigned Organization :** National TAB **Asset :**

**Requesting Organization :** National TAB

**Created Date :** 03/10/2026 - Natasha Louw - National TAB

CheckList Item Details

UNIT DATA AND EVALUATION WHILE GATHERING UNIT DATA CHECK THE FOLLOWING:

RTU's/AHU's

Economizers are assembled and functional?

Comment:

Thermostat wire run from OCP on the RTU to the Ec terminal at the thermostat? If no, jumper can be installed from R to OCP temporarily. (The economizers will not open without OCP being energized.)

Comment:

Motors are all operating below the FLA rating?

Comment:

Are belts tight?

Comment:

If direct drive unit is the speed controller working.

Comment:

Is gas piping installed and valves turned on?

Comment:

**Unit free of noticeable noise and vibration**

**Comment:**

**EF's**

**Rotation is correct?**

**Comment:**

**Belts are tight?**

**Comment:**

**Grease cup installed on hood fan?**

**Comment:**

**Hinge kit installed installed on hood fan?**

**Comment:**

**Lean grease rated fans back. Is grease duct installation adequate and is duct ran all the way to the base of the fan?**

**Comment:**

**Flex conduit is long enough so that fan can be completely tilted back?**

**Comment:**

**There is no major leakage around base of fan?**

**Comment:**

**Is the motor operating below the motor FLA rating?**

**Comment:**

**For restroom fan(s) is the back draft damper installed and can it fully open?**

**Comment:**

**Unit free of noticeable noise and vibration?**

**Comment:**

---

**The hood exhaust fans are installed in correct positions and are not switched?**

**Comment:**

---

**HOODS**

---

**Kitchen equipment installed in proper places?**

**Comment:**

---

**Can kitchen equipment be turned on for final smoke test?**

**Comment:**

---

**Second stage Grease Grabber filters are installed on the griddle hood?**

**Comment:**

---

**DOCUMENTATION**

---

**Have trades/general contractor been notified about any issues and are they created on FaciliBuild?**

**Comment:**

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### 03-09-26 Culvers - Brooklyn, OH

#### CheckList Information

**Name :** STEP 3: TEST, ADJUST AND BALANCE      **Status :** Not Completed  
**Assigned Organization :** National TAB      **Asset :**  
**Requesting Organization :** National TAB  
**Created Date :** 03/10/2026 - Natasha Louw - National TAB

#### CheckList Item Details

TEST, ADJUST, AND BALANCE ALL EQUIPMENT:

DURING TESTING MAKE NOTE OF THE FOLLOWING:

Is space free of drafting?

Comment:

Is space comfortable in all areas?

Comment:

Is the space free of ventilation noise?

Comment:

If deviations from design were necessary to resolve 1-3 what were they? Otherwise put "NA".

Comment:



Site super name / Firm

Comment:

Owner representative name / Firm (if Applicable)

Comment:

Building pressure at front & back doors (All Systems On)

Comment:

**ADDITIONAL**

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

Comment:

Thermostats are programmed?

Comment:

**PRODIGY SETTINGS FOR RTU'S**

Parameter 65 set to 0

Comment:

Parameter 78 set to 0

Comment:

Parameter 105 set to 6

Comment:

Parameter 156 set to 70 (Dining unit only)

Comment:

Parameter 156 set to 65 (Kitchen Unit Only)

Comment:

Parameter 170 set to 75 (Dining Unit Only)

**Comment:**

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**Parameter 170 set to 70 (Kitchen Unit Only)**

---

**Comment:**

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**Parameter 131 set to the same % as OA minimum position?**

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**Comment:**

---

**Parameter 117 set to the same % as OA minimum position?**

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**Comment:**

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### 03-09-26 Culvers - Brooklyn, OH

#### CheckList Information

**Name :** STEP 5: FINAL DOCUMENTATION      **Status :** Not Completed  
**Assigned Organization :** National TAB      **Asset :**  
**Requesting Organization :** National TAB  
**Created Date :** 03/10/2026 - Natasha Louw - National TAB

#### CheckList Item Details

##### FINAL DOCUMENTATION

Marked Data capture complete for all assets?

Comment:

Picture file sent to processing team or uploaded?

Comment:

Balance schedule complete and uploaded?

Comment:

Prelim report generated and reviewed?

Comment:

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH

System/Unit: AHU/RTU



Asset: RTU1

AREA:DINING

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Serial Num	-	
Model Num	XRT-70-15L-G-G0	XRT-70-15L-G-G0
Type	RTU	
Configuration	VERTICAL	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	5.0	
Motor Rpm	1800	
Phase	3	
Rated Voltage	208	
Rated Amperage	-	

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

Test Data		
	Design	Actual
SF CFM	6150	
SF RPM	2503	
RA CFM	4400	
OA CFM	1750	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
SF System SetPt	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	
OA Enthalpy Setpt	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	0.75"	
Fan Total SP	-	

General	
	Actual
Fan Rotation Correct	
Unit Filters Clean	
Condensate Drain Installed	

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Project:03-09-26 Culvers - Brooklyn, OH

## AHU/RTU



**Diffuser Supply (GRD)**

**RTU1/DINING**

Asset									
Asset Name	Location	Type	Size	DESIGN CFM	AK	CFM(1)	CFM(2)	FINAL CFM	% to design
SGRD1	ENTRANCE	SD-3	8"	150					-
SGRD2	RESTROOM	SD-4	8"	150					-
SGRD3	RESTROOM	SD-4	8"	150					-
SGRD4	DINING	SD-1	12"	450					-
SGRD5	DINING	SD-1	8"	150					-
SGRD6	DINING	SD-1	8"	150					-
SGRD7	DINING	SD-1	8"	150					-
SGRD8	DINING	SD-1	8"	150					-
SGRD9	DINING	SD-1	8"	150					-
SGRD10	DINING	SD-1	8"	150					-
SGRD11	DINING	SD-1	8"	150					-
SGRD12	DINING	SD-1	8"	150					-
SGRD13	DINING	SD-1	8"	150					-
SGRD14	DINING	SD-1	8"	150					-
SGRD15	DINING	SD-1	8"	150					-
SGRD16	DINING	SD-1	8"	150					-
SGRD17	DINING	SD-1	8"	150					-
SGRD18	DINING	SD-1	8"	150					-
SGRD19	DINING	SD-1	8"	150					-
SGRD20	DINING	SD-1	10"	300					-
SGRD21	DINING	SD-1	8"	150					-
SGRD22	DINING	SD-1	12"	450					-
SGRD23	SERVICE AREA	SD-1	10"	350					-
SGRD24	SERVICE AREA	SD-1	10"	350					-
SGRD25	SERVICE AREA	SD-1	10"	350					-
SGRD26	SERVICE AREA	SD-1	10"	350					-
SGRD27	DRIVE-TRHU	SD-1	12"	500					-
SGRD28	OFFICE	SD-1	8"	200					-
Total				6150		0	0	0	0%

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Project: 03-09-26 Culvers - Brooklyn, OH

System/Unit: AHU/RTU



Asset: RTU2

AREA:KITCHEN

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Serial Num	-	
Model Num	XRT-70-15L-G-G0	XRT-70-15L-G-G0
Type	RTU	
Configuration	VERTICAL	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	5.0	
Motor Rpm	1800	
Phase	3	
Rated Voltage	208	
Rated Amperage	-	

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

Test Data		
	Design	Actual
SF CFM	6150	
SF RPM	2503	
RA CFM	4450	
OA CFM	1700	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
SF System SetPt	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	
OA Enthalpy Setpt	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	0.75"	
Fan Total SP	-	

General	
	Actual
Fan Rotation Correct	
Unit Filters Clean	
Condensate Drain Installed	

# National TAB

Project:03-09-26 Culvers - Brooklyn, OH

## AHU/RTU



**Diffuser Supply (GRD)**

**RTU2/KITCHEN**

Asset									
Asset Name	Location	Type	Size	DESIGN CFM	AK	CFM(1)	CFM(2)	FINAL CFM	% to design
SGRD1	DRIVE-THRU	SD-1	12"	600					-
SGRD2	DRIVE-THRU	SD-1	12"	600					-
SGRD3	KITCHEN	SD-5	8"	200					-
SGRD4	KITCHEN	SD-5	12"	375					-
SGRD5	KITCHEN	SD-5	12"	400					-
SGRD6	KITCHEN	SD-5	12"	400					-
SGRD7	KITCHEN	SD-5	10"	250					-
SGRD8	KITCHEN	SD-5	10"	275					-
SGRD9	KITCHEN	SD-5	8"	125					-
SGRD10	RESTROOM	SD-1	6"	75					-
SGRD11	KITCHEN	SD-5	12"	350					-
SGRD12	KITCHEN	SD-5	12"	350					-
SGRD13	KITCHEN	SD-5	12"	350					-
SGRD14	DRY GOODS	SD-1	12"	600					-
SGRD15	DRY GOODS	SD-1	12"	600					-
SGRD16	UTILITY ROOM	SD-1	12"	600					-
Total				6150		0	0	0	0%

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Project: 03-09-26 Culvers - Brooklyn, OH

System/Unit: FAN - Exhaust



Asset: EF1

AREA:MOP ROOM

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XCR-B80	XCR-B80
Serial Num	-	
Type	CEILING	
Configuration	HORIZONTAL	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	0	
Motor Rpm	-	
Phase	1	
Voltage (rated)	115	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	Actual
CFM	75	
Fan RPM	881	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	0.125"	
Fan Inlet SP	-	
Fan Discharge SP	-	

# National TAB

Project:03-09-26 Culvers - Brooklyn, OH

## FAN - Exhaust



Diffuser Ret/Exh (GRD)

**EF1/MOP ROOM**

Asset									
Asset Name	Location	Type	Size	DESIGN CFM	AK	CFM(1)	CFM(2)	FINAL CFM	% to design
EGRD1	MOP ROOM	EF-1A	6"	75					-
Total				75		0	0	0	0%

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH  
System/Unit: FAN - Exhaust



Asset: PRV1

AREA:RESTROOM

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XRED-090-VG	XRED-090-VG
Serial Num	-	
Type	DOWNBLAST	
Configuration	VERTICAL	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	0.1	
Motor Rpm	-	
Phase	1	
Voltage (rated)	115	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	Actual
CFM	375	
Fan RPM	1448	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	0.50"	
Fan Inlet SP	-	
Fan Discharge SP	-	

# National TAB

Project:03-09-26 Culvers - Brooklyn, OH

## FAN - Exhaust



**Diffuser Ret/Exh (GRD)**

**PRV1/RESTROOM**

Asset									
Asset Name	Location	Type	Size	DESIGN CFM	AK	CFM(1)	CFM(2)	FINAL CFM	% to design
EGRD1	RESTROOM	EG-1	8X8	150					-
EGRD2	RESTROOM	EG-1	8X8	150					-
EGRD3	RESTROOM	EG-1	8X8	75					-
Total				375		0	0	0	0%

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH  
System/Unit: FAN - Exhaust



Asset: PRV2

AREA: KITCHEN HD

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XCUE-140-VG	XCUE-140-VG
Serial Num	-	
Type	UPBLAST	
Configuration	VERTICAL	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	1.0	
Motor Rpm	-	
Phase	1	
Voltage (rated)	115	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	Actual
CFM	1500	
Fan RPM	1702	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	1.80"	
Fan Inlet SP	-	
Fan Discharge SP	-	

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH  
System/Unit: FAN - Exhaust



Asset: PRV3

AREA: KITCHEN HD

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XCUE-140-VG	XCUE-140-VG
Serial Num	-	
Type	UPBLAST	
Configuration	VERTICAL	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	1.0	
Motor Rpm	-	
Phase	1	
Voltage (rated)	115	
Amperage (rated)	-	
Service Factor	-	

Test Data		
	Design	Actual
CFM	1500	
Fan RPM	1349	
Fan Rotation	-	
Motor RPM	-	
System SetPt	-	
RL Voltage	-	
RL Amperage	-	
Total ESP	1.0"	
Fan Inlet SP	-	
Fan Discharge SP	-	

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH

## System/Unit: Kitchen Hood Type I



Asset: HD1

AREA:KITCHEN HD

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XXEC-64-S	XXEC-64-S
Job / Serial Num	-	
Type	TYPE 1 CANOPY	
Hood length	64"	
Hood Width	30"	

Test Data Exhaust		
	Design	Actual
Filter Type	X-TRACTOR	
Filter Size 1	16X16	
Filter Qty 1	4	
Filter AK factor size 1	1.53	
Filter Total AK Area	6.12	
Filter1 FPM	-	
Filter2 FPM	-	
Filter3 FPM	-	
Filter4 FPM	-	
Filter5 FPM	-	
Filter6 FPM	-	
Filter7 FPM	-	
Filter8 FPM	-	
Filter9 FPM	-	
Filter10 FPM	-	
Filter11 FPM	-	
Filter12 FPM	-	
Filter Ave FPM(corr)	-	
CFM	1500	

Cooking Equipment	
	Actual
Item 1	
Item 2	

# National TAB

Project: 03-09-26 Culvers - Brooklyn, OH

## System/Unit: Kitchen Hood Type I



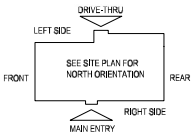
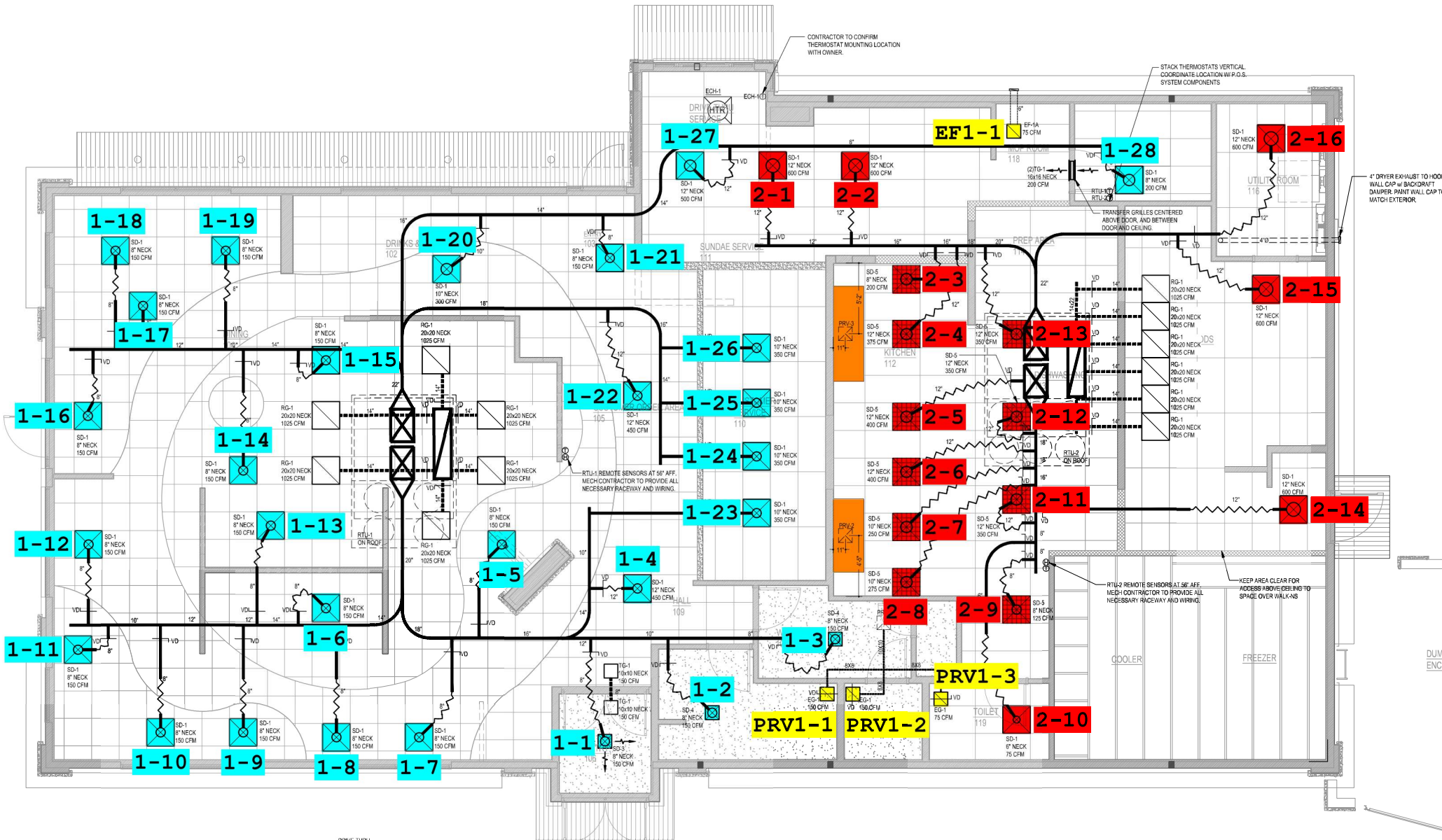
Asset: HD2

AREA:KITCHEN HD

Unit Data		
	Design	Actual
MFG	ACCUREX	ACCUREX
Model Num	XXEC-83-S	XXEC-83-S
Job / Serial Num	-	
Type	TYPE 1 CANOPY	
Hood length	83"	
Hood Width	30"	

Test Data Exhaust		
	Design	Actual
Filter Type	X-TRACTOR	
Filter Size 1	16X16	
Filter Qty 1	5	
Filter Qty 2	-	
Filter AK factor size 1	1.53	
Filter Total AK Area	7.65	
Filter1 FPM	-	
Filter2 FPM	-	
Filter3 FPM	-	
Filter4 FPM	-	
Filter5 FPM	-	
Filter6 FPM	-	
Filter7 FPM	-	
Filter8 FPM	-	
Filter9 FPM	-	
Filter10 FPM	-	
Filter11 FPM	-	
Filter12 FPM	-	
Filter Ave FPM(corr)	-	
CFM	1500	

Cooking Equipment	
	Actual
Item 1	
Item 2	



**E5 HVAC PLAN**  
SCALE: 1/4" = 1'-0"

NOTE: ALL DUCTWORK TO BE LOCATED IN TRUSS SPACE WHERE POSSIBLE. SEE FRAMING PLAN.  
HVAC SETPOINTS RECOMMENDED BY CORPORATE OPERATIONAL GUIDELINES: