



Comfort. Under control.

04-17-23 NIKE CLEARANCE - TUCSON, AZ

CheckList Information

Name :	TECH - STEP 1: INITIAL WALKTHROUGH	Status :	NotSubmitted
Assigned Organization :	National TAB	Asset :	
Requesting Organization :	National TAB		

CheckList Item Details

INITIAL SITE WALKTHROUGH

Review Plan Review Checklist, has it been signed off and meets our standards to start balancing? If not contact processor to ensure job is ready.

All diffusers and grilles are installed and match design?

Thermostats have power?

All HVAC units and fans and powered and operational?

VAV diffusers (if applicable) are powered and responding to adjustment at thermostat?

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

Notes/Comments :



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CheckList Information

Name :	TECH - STEP 2: UNIT DATA AND EVAL	Status :	NotSubmitted
Assigned Organization :	National TAB	Asset :	
Requesting Organization :	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?
- Motors are all operating below the FLA rating?
- Are belts tight?
- If direct drive unit is the speed controller working.
- Is gas piping installed and valves turned on?
- Unit free of noticeable noise and vibration

EF's

- Rotation is correct?
- Belts are tight?
- Grease cup installed on hood fan
- Hinge kit installed installed on hood fan?
- Lean fan back. Is grease duct installation adequate and is duct ran all the way to the base of the fan?
- Flex conduit is long enough so that fan can be completely tilted back?
- There is no major leakage around base of fan?
- Is the motor operating below the motor FLA rating?

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

Unit free of noticeable noise and vibration?

DOCUMENTATION

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

Notes/Comments :



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CheckList Information

Name : TECH - STEP 3: TEST, ADJUST AND BALANCE **Status :** NotSubmitted

Assigned Organization : National TAB **Asset :**

Requesting Organization : National TAB

CheckList Item Details

TEST, ADJUST, AND BALANCE ALL EQUIPMENT:

DURING TESTING MAKE NOTE OF THE FOLLOWING:

Is space free of drafting?

Is space comfortable in all areas?

Is the space free of ventilation noise?

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

FABRIC DUCT STATIC PRESSURES (IF APPLICABLE)

Take static pressures near takeoff for each fabric duct once balancing is completed. Input this into the "VEL (1)" field on the diffuser asset. If not a fabric duct then, put "N/A" into the "VEL (1)" field instead.

Notes/Comments :



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CheckList Information

Name :	TECH - STEP 4: FINAL TESTS	Status :	NotSubmitted
Assigned Organization :	National TAB	Asset :	
Requesting Organization :	National TAB		

CheckList Item Details

FINAL TESTS

BUILDING PRESSURE

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

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

CARRIER VFD PARAMETERS (IF APPLICABLE)

Use Carrier provided VFD cable to verify VFD speed parameters for each unit (Defaults - high speed = 60Hz, low speed = 40Hz). Can adjust high speed parameter for balancing but requires that the low speed is proportionally adjusted. Record VFD speeds on the individual assets

TEMPERATURES/HUMIDITIES

Measure temperatures/humidities for outside air (taken in shade), return air, and supply air for each HVAC unit during full cooling and input into appropriate fields on the individual asset

VAV DIFFUSERS (IF APPLICABLE)

Each VAV-diffuser is calibrated for max airflow?

Each VAV diffuser is set for minimum airflow? Record value in notes on the individual diffuser asset

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CheckList Information

Name :	TECH - STEP 5: FINAL DOCUMENTATION	Status :	NotSubmitted
Assigned Organization :	National TAB	Asset :	
Requesting Organization :	National TAB		

CheckList Item Details

FINAL DOCUMENTATION

Marked Data capture complete for all assets?

Pictures taken of each piece of equipment, store front, and any issues? And uploaded to FaciliBuild?

Balance schedule complete and uploaded?

Prelim report generated and reviewed?

Notes/Comments :

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



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Asset: RTU1

AREA: OFFICES

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50GCQN05A	50GCQN05A
Type	-	
Configuration	-	
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	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



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Asset: RTU2

AREA:STORAGE

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD08D	50HCQD08D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



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Asset: RTU3

AREA:SALES

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD12D	50HCQD12D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



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Asset: RTU4

AREA:SALES

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD12D	50HCQD12D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



Comfort. Under control.

Asset: RTU5

AREA:SALES

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD12D	50HCQD12D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



Comfort. Under control.

Asset: RTU6

AREA:SALES

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD12D	50HCQD12D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: AHU/RTU



Comfort. Under control.

Asset: RTU7

AREA: SOLAR ZONE

Unit Data		
	Design	Actual
MFG	CARRIER	CARRIER
Serial Num	-	
Model Num	50HCQD08D	50HCQD08D
Type	-	
Configuration	-	
Num OA Filters 1	-	
OA Filter Size 1	-	
Num Final Filter 1	-	
Final Filter Size 1	-	
Num Final Filter 2	-	
Final Filter Size 2	-	

Test Data		
	Design	Actual
SF CFM	-	
SF RPM	-	
RA CFM	-	
OA CFM	-	
RL Voltage	-	
RL Amperage	-	
SF Rotation	-	
RA Damper Position	-	
Min OA Damper Position	-	
Min OA Damper Type	-	

Motor Data		
	Design	Actual
Motor MFG	-	
Frame	-	
Horsepower	-	
Motor Rpm	-	
Phase	-	
Rated Voltage	-	
Rated Amperage	-	

Performance Data		
	Design	Actual
MA Plenum SP	-	
Fan Suction SP	-	
Fan Discharge SP	-	
Total ESP	-	
OA Temp (db/wb)	-	
RA Temp (db/wb)	-	
SA Temp (db/wb)	-	

Drive Data		
	Design	Actual
Motor Sheave Size	-	
Motor Bore Size	-	
Fan Sheave Size	-	
Fan Sheave Bore	-	
Belt CL Distance	-	
Num of Belts	-	
Belt Size	-	

General		
	Design	Actual
Fan Rotation Correct	-	
Unit Filters Clean	-	

Electrical		
	Design	Actual
VFD Min Setpt	-	
VFD Max Setpt	-	

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: FAN - Exhaust



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Asset: EF1

AREA:RESTROOM

Unit Data		
	Design	Actual
MFG	GREENHECK	GREENHECK
Model Num	G-080-VG	G-080-VG
Serial Num	-	
Type	-	
Configuration	-	

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

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

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Notes:

National TAB

Project: 04-17-23 NIKE CLEARANCE - TUCSON, AZ

System/Unit: FAN - Exhaust



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Asset: EF2

AREA:IT CLOSET

Unit Data		
	Design	Actual
MFG	GREENHECK	GREENHECK
Model Num	SQ-100VG	SQ-100VG
Serial Num	-	
Type	-	
Configuration	-	

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

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

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Notes: