Back2Basics

JUSTICE FACILITY CHILLER REPLACEMENT CONSTRUCTION MANAGEMENT PROJECT
CONSTRUCTION PHASE – DESIGN ENGINEER'S PUNCHLIST

The design engineer shall check off the boxes from the list of company's standardized field observation checklists below that she will need to upload on to her tablet computer prior to heading out to the construction site to complete her final HVAC inspection and punchlist. These checklists will be touchscreen type. When the engineer returns to the office or she sends the completed checklists via the internet to the office, the completed checklists shall be automatically downloaded to the company's computer server and placed in the job folder's "Project Closeout" section of the folder. The completed checklists, along with associated digital photographs taken at the time of the field visit, will automatically be electronically sent to the following individuals and departments.

TEAM CORRESPONDENCE DIRECTORY CHECKLIST (check the appropriate boxes)

☑ Project Engineer ☑ Owner Project Manager ☐ IPD Manager ☑ Construction Manager
☐ General Contractor ☐ Design-Build Contractor ☑ O&M Manager ☐ HVAC Subcontractor
☐ ATC Subcontractor ☐ State Energy Department ☐ ASHRAE ☐ Piping Subcontractor
☐ Sheet Metal Subcontractor ☑ 3rd-Party Cx & TAB Consultant ☐ Security Consultant
☐ Equipment Manufacturers ☐ Building Inspector
☐ Others: (insert list)_____

HVAC CONTRACT SPECIFICATION CHECKLISTS (check the appropriate boxes)

☑ Division 1 Project Closeout ☐ Owner Furnished Equipment ☐ Structural ☐ Electrical ☐ Plumbing
☐ Fire Protection ☑ HVAC ☐ Infection Control ☐ ATC ☐ Boilers ☑ Pumps ☑ Chillers ☐ Fans
☐ Air Handlers ☐ Terminal Units ☑ Piping System ☑ Sheet Metal System
☑ TAB ☑ Commissioning ☐ Others: (insert list)_____

HVAC CONTRACT DRAWING INSTALLATION CHECKLIST (check the appropriate boxes)

☐ Textile Process Equipment ☐ Owner Furnished Equipment ☐ Structural ☐ Electrical ☐ Plumbing
☐ Fire Protection ☑ HVAC ☑ Chillers ☑ ATC ☐ Boilers ☑ Pumps ☑ Cooling Towers ☐ Fans ☐ Air
Handlers ☐ Terminal Units ☑ Piping System ☑ Sheet Metal System ☑ Equipment Room ☐ Tel-Data
☐ Others: (insert list)_____

HVAC STARTUP CHECKLISTS (check the appropriate boxes)

☐ Owner Furnished Equipment ☐ Structural ☐ Electrical ☐ Plumbing ☐ Fire Protection ☑ HVAC
☐ Infection Control ☑ ATC ☑ Boilers ☑ Chillers ☑ Cooling Towers ☑ Pumps ☐ Fans ☐ Air Handlers
☐ Terminal Units ☑ Piping System ☑ Sheet Metal System ☐ Equipment Room ☐ Tel-Data
☐ Others: (insert list)_____

COMMISSIONING FPT (FUNCTIONAL PERFORMANCE TEST) (check the appropriate boxes)

☐ Owner Furnished Equipment ☐ Structural ☐ Electrical ☐ Plumbing ☐ Fire Protection ☑ HVAC
System ☐ Infection Control System ☑ ATC System ☐ Central HVAC Air System ☐ Heating System
☑ Chilled Water System ☑ Condenser Water System ☐ Boilers ☐ Pumps ☐ Chillers ☐ Fans ☐ Air
Handlers ☐ Terminal Units ☐ Piping System ☐ Sheet Metal System ☐ Equipment Room ☐ Tel-Data
☐ Others: (insert list)_____

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