

### BASIS OF DESIGN – HYBRID INFECTION CONTROL LOBBY RETROFIT DESIGN-BUILD PROJECT — CONSTRUCTION PHASE ENGINEER’S PUNCH LIST

The design engineer shall check off the boxes from the list of the 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 Architect  Owner Representative  IPD Manager  Construction Manager
- General Contractor  Design-Build Contractor  Facility Manager  HVAC Subcontractor
- BAS Subcontractor  State Energy Department  ASHRAE  Piping Subcontractor  Sheet Metal Subcontractor  3rd-Party IC Commissioning Consultant
- 3rd-Party Commissioning & TAB Consultant  Equipment Manufacturers  Building Inspector
- Others: (insert list)\_\_\_\_\_

#### HVAC CONTRACT SPECIFICATION CHECKLISTS (check the appropriate boxes)

- Division 1 Project Closeout  Telecommunication Equipment  Hospital Furnished Equipment
- Structural  Electrical  Plumbing  Fire Protection  HVAC  Infection Control  ATC
- Evaporative Media Humidifier/Air-Cooling Units  Pumps  Chillers  Fans
- Central Air-Handling Unit  Terminal Units  Piping System  Sheet Metal System
- TAB  Commissioning  Others: (insert list)\_\_\_\_\_

#### HVAC CONTRACT DRAWING INSTALLATION CHECKLIST (check the appropriate boxes)

- Hospital Equipment  Structural  Electrical  Plumbing  Fire Protection  HVAC
- Infection Control  ATC  Evaporative Media Humidifier/Air-Cooling Units  Pumps
- Chillers  Fans  Central Air-Handling Unit  Terminal Units  Piping System
- Sheet Metal System  Equipment Room  Tel-Data  Others: (insert list)\_\_\_\_\_

#### HVAC STARTUP CHECKLISTS (check the appropriate boxes)

- Hospital Equipment  Structural  Electrical  Plumbing  Fire Protection  HVAC
- Infection Control  ATC  Evaporative Media Humidifier/Air-Cooling Units  Pumps  Chillers
- Fans  Central Air-Handling Unit  Terminal Units  Piping System  Sheet Metal System
- Equipment Room  Tel-Data  Others: (insert list)\_\_\_\_\_

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

- Hospital Equipment  Structural  Electrical  Plumbing  Fire Protection  HVAC
- Infection Control  ATC  Evaporative Media Humidifier/Air-Cooling Units  Pumps
- Chillers  Fans  Central Air-Handling Unit  Terminal Units  Piping System
- Sheet Metal System  Equipment Room  Tel-Data  Others: (insert list)\_\_\_\_\_